

2026-27 High School Student Handbook

District Guidelines | Rights & Responsibilities

Anchorage School District

Educating All Students for Success in Life

Graduation Requirements

Students must complete 22.5 credits to receive a high school diploma.

1. **English Language Arts (ELA) . . . . . 4 credits**
   Four years of ELA are required: English I and II, and English III and IV or their equivalents
2. **Social Studies . . . . . 4 credits**
   World History, U.S. History, one semester of Alaska Studies, one semester of Economics, one semester of United States Government, one semester of a Social Studies elective. Students may waive the .5 credit social studies requirement by completion of Level III of a world language (ASL, Chinese, French, German, Japanese, Latin, Russian, or Spanish); immersion students may waive the .5 social studies requirement by completion of Japanese for Fluent Speakers I, Vistas Juveniles del Mundo Hispano, or Russian Immersion Youth and Culture.
3. **Mathematics. . . . . 3 credits**
   Six semesters of Mathematics electives. In order to satisfy the algebra requirements, students must complete one of the following options: Algebra I, semester 1 and 2; **or** Survey of Algebra, semester 1 and 2; **or** Credit-by-Choice Challenge by Examination.
4. **Sciences . . . . . 3 credits**
   Three years (six semesters) of science credit are required. Two semesters must be life science. Two semesters must be physical science.
5. **Physical Education/Health Education . . . . . 1.5 credits**
   Three semesters of physical/health education are required. A wide variety of courses are offered at each school. Elective credit must be earned to replace a Physical Education/Health Education requirement that is waived.
   A) Students may obtain a waiver of .25 of the physical education graduation requirement for each full season of ASAA-sanctioned sports participation within the Anchorage School District.
   B) Students may also waive physical education requirements through Credit By Choice, correspondence, or college coursework in Physical Education/Health.
   C) A maximum of 1.0 waiver of the physical education requirement is available upon successful completion of 2 years (four semesters) of JROTC.
6. **Electives . . . . . 7 credits**
   Fifteen semester courses have not been specified so as to provide students an opportunity to pursue individual educational goals. Electives may include additional courses in Language Arts, Social Studies, Mathematics, Science, Technology, Fine Arts, World Languages, Physical Education and Career Technology.

Total 22.5 credits

a. A student may be considered for graduation when he or she has acquired a minimum of 22.5 credits after grade 8 in required and elective subjects.

b. Seniors entering the ASD for the first time may graduate by meeting requirements of their previous school when the ASD requirements create hardship.

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Section I
Anchorage School District Guidelines

ACADEMICS

Academic Progress
Parents and students are encouraged to track progress through Q Parent and Student Connect. It is expected that accurate and objective reporting will encourage the students to make use of their educational opportunities to the best of their abilities.

Grading Procedures
Reporting periods are nine weeks in length although courses are taken by semester. In high school, the first report or grade is a notice of a student's progress up to the middle of the semester. The final semester grade is based on the total amount of contribution a student has made to the course during the entire semester. In high school, if a student fails one semester of a full-year course and successfully completes the other semester of the same course, credit is granted for the semester successfully completed.

Grading System
"A" This mark indicates the student has done work in quality and quantity far in excess of the standards set forth for a satisfactory grade in the course.
"B" This mark indicates that the student is doing work in quality and quantity above the standards set forth for a passing grade in the course.
"C" This mark is a satisfactory passing grade. It indicates that the student is acquiring the necessary information to proceed in the subject. He/she is meeting the standards set for a passing grade in the course.
"D" This mark indicates that the student is not effectively mastering the work assigned but has sufficient understanding of the subject to justify the opinion that more growth will result from advancement than from repetition of the course.
"F" Insufficient progress in the subject to merit granting of credit in the course.
"WF" Student has been withdrawn from the course "failing."
"J" Audit— Principal approval is required. Indicates a student is auditing a course for his/her benefit. This does not count towards credit for graduation and must be approved prior to the 10th day of the course. Students are still required to complete course work.

Final Exams
Final exams will be given on the scheduled date according to the district calendar. No final exams will be given early.

Part-time Students
Part-time students may enroll in course(s) on a space-available basis and in the same time frame as full-time students. Part-time students wanting to attend a specific class in an alternative school/program, must participate in the school/program entrance process on the same basis as full-time students. This may include taking part in a lottery and being placed on a waiting list before being approved to be enrolled in the class(es). For more information regarding Part-Time Students, please see **asdk12.org/parttimeenrollment.**

Make-Up Procedures for Absences
Students provided an opportunity to make up work for absences will be granted one day of make-up privilege for each day of absence. When a family knows in advance that their student will be absent from school for five (5) or more days, a make-up request can be made through the school office. The actual work assigned for grading is at the discretion of the teacher.

Course Withdrawal Procedures
Once students have selected courses, there will be no schedule changes, including withdrawals, after the beginning of the grading period except as determined by the principal or designee.
Any student who is absent for the first three (3) days of a course may be withdrawn from that course. If this occurs, the student must reschedule.
No records shall be kept on a student withdrawing from a course with the principal or designee's permission prior to the end of the tenth (10th) day of the course. Students who, after 10 days in a course, withdraw with the principal's permission will have WF (withdraw failing) recorded on their transcripts. The WF counts in the calculation of the Grade Point Average (GPA).

Honors Group
To give recognition for high scholastic achievement, the Anchorage School District Board of Education has established standards for the selection of members of an Honors Group. A student who has a cumulative GPA of 3.5 by the semester prior to graduation will be eligible for membership in the Honors Group. Honors distinctions are awarded at the school where the student is primarily enrolled.
Honors graduates will be given recognition at graduation and on their transcript in the following manner:
1. Students with a GPA of 3.50 to less than 3.76 will be designated as having graduated Cum Laude;
2. Students with a GPA of 3.76 to 4.0 will be designed as having graduated Magna Cum Laude;
3. Students with a GPA of greater than 4.0 will be designated as having graduated Summa Cum Laude.

Honor Roll
High school students earning a 3.5 grade average will be eligible for the honor roll. Any "F" or "D" grade will disqualify a student for that grading period. A high school student must be enrolled in a minimum of four (4) subjects, and grades in all courses will be considered.

Honor Society
All students who meet national and chapter membership standards shall be given consideration for membership. The society sponsor in each school will have the answers to any questions students may have.

Anchorage School District Academic Letter
To earn an ASD academic letter, any student who has fulfilled the criteria for Honor Roll in two consecutive semesters will be awarded an Academic Letter. These semesters need not fall in order of fall and spring semester, but may be considered consecutive if the GPA is earned in the spring semester and the following fall semester. Any semester the student meets the Honor Roll criteria subsequent to the awarding of the Academic Letter and earns a 3.5 to 4.0, a silver star is awarded. Any semester the student meets the Honor Roll criteria subsequent to the awarding of the Academic Letter and earns a 4.0 or higher, a gold star is awarded.

Internet and Email

We are pleased to offer students in the Anchorage School District access to the district computer network for electronic mail and internet access. To obtain an electronic mail account and internet access, all students must obtain parental permission and must sign and return to the school office an Internet Users Agreement.

Access: Email and the internet will enable students to explore thousands of libraries, databases, and bulletin boards while exchanging messages with internet users throughout the world. While the district's intent is to make internet access available to further educational goals and objectives, students may find ways to access other materials as well. Families should be aware that some material accessible via the internet may contain items that are illegal, defamatory, inaccurate or potentially offensive. We believe that the benefits to student from access to the internet, in the form of information resources and opportunities for collaboration, exceed any disadvantages. Ultimately, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. To that end, the Anchorage School District will support and respect each family's right to decide whether or not to apply for access.

Expectations for internet and email use: Students are responsible for good behavior on school computer networks just as they are in a classroom or a school hallway. Communications on the network are often public in nature. General school rules for behavior and communications apply. The network is provided for students to conduct research and communicate with others. Access to network services is given to students who agree to act in a considerate and responsible manner. Parent permission is required and students who do not have such permission are responsible for not accessing the internet at school. Access is a privilege, not a right, and entails responsibility.

Individual users of district computer networks are responsible for their behavior and communications over those networks. It is expected that users will comply with district standards and will honor the agreements they have signed.

Network storage areas may be treated like school lockers. Network administrators may review files and communications to maintain system integrity and insure that users are using the system responsibly. Users should not expect that files stored on district servers will always be private.

ALTERNATIVE SCHOOLS/PROGRAMS

The district has a number of special purpose programs for students with distinct interests and needs. Individualization is emphasized in the following programs. Students earn credits and meet district requirements in a variety of ways, and these programs are characterized by curricular innovation, along with basic skills development. A brief description of each is included here. If you have any questions, check with your counselor.

AKChoice

AKChoice K-12 Learning is a homeschool/state-wide correspondence program that offers a wide range of personalized learning options for K-12 students in collaboration with parents, vendors, and neighborhood schools. With support from an academic advisor, students can customize learning and create an individualized educational experience using a combination of flexible curriculum including online/distance education, AP courses, university/college courses, and onsite small group in-person courses. In addition, students can take up to three free classes at local ASD schools and King Tech. Business partnerships, internships, mentorships and specialized field trips are also available to enhance the learning experience. AKChoice caters to students with diverse needs, including those interested in a traditional homeschool education and experiential education, as well as accommodates the needs of student-athletes and students studying abroad who would like to remain part of ASD. Overall, AKChoice K-12 Learning provides a unique and flexible approach to education that suits the needs of a diverse group of students.

Alaska Middle College School (AMCS)

Alaska Middle College School (AMCS) is Alaska's first dual-enrollment high school in which students are concurrently enrolled in both high school and college courses. AMCS is for students in 11th and 12th grade. AMCS students have the opportunity to complete their high school graduation requirements while accruing college credits toward a wide array of degree programs. AMCS is a college immersion program where university courses are taught by UAA faculty, and ASD teachers provide academic support in the form of advisory classes to ensure students are successful in their college courses as they undergo an early transition to college. College courses become a part of a student's college transcript as well as their ASD transcript.

Alaska Middle College is located inside King Tech High School, which is adjacent to the UAA main campus. Students have convenient access to college professors, high school teachers, school counselors, and UAA Middle College Advisors. Programs within AMCS are the full-time academic program, Certified Nursing Assistant (CNA) Program, ANSEP Acceleration Program for 11th and 12th graders, an Occupational Endorsement Certification (OEC) Pathway in Medical Assisting and Medical Coding, and the ASD Business Academy. For more information about AMCS please see the website: **asdk12.org/amcs**.

Bartlett High, Cook Inlet Tribal Council (CITC)

Cook Inlet Tribal Council (CITC) provides a spectrum of core content academic classes at Bartlett High School for Alaska Native and American Indian students. CITC teachers emphasize high expectations for academic excellence while providing students with an encouraging environment in which youth can fulfill their potential through education. CITC promotes the development of self-confidence, creativity, leadership, and traditional values by integrating hands-on, culturally responsive content and innovative practices into their academic classes and after-school activities.

Bartlett Medical Academy

The Medical Academy at Bartlett will prepare students to enter the work force or college with preparation in various facets of the medical field. Classes in Anatomy, Physiology, Forensics, Medical Terminology, Health Occupations, and Sports Injury Management will be available to students through the academy. Students do internships and shadow professionals at the Veterans Hospital next to the Bartlett campus for real life experience.

Bartlett, Integrated Honors High School (IHHS)

The Integrated Honors Program is a college-preparatory program designed to emphasize academic writing and analysis of classic literature. Beginning in 9th grade, students will take their Honors Language Arts course and Honors History course with a designated "Honor Team" comprised of one Honors Language Arts teacher and one Honors/AP History teacher for each grade level. Experience with the Seminar Method will begin in 9th grade and continue through the program. Students will be introduced the Honors Team in 9th grade and continue with the honors teams through graduation. "Cross connections are so important to the student's learning experience, and these connections can be found throughout the curriculum." In an effort to enhance student learning, the study of literature and history in all honors designated courses will be integrated and team-taught.

Benny Benson Alternative High School

Benny Benson is an alternative high school for students primarily grades 11–12. Ninth and 10th graders are admitted on a case-by-case basis. Our Mission is to provide students with alternative opportunities to build solid foundations for lifelong success. At Benny Benson we focus on providing opportunities for students that are behind in credit, have been unsuccessful in traditional settings or have dropped out of high school. We work on meeting the educational needs of these students through a wide variety of course offerings and educational options.

When students join us we develop an individualized learning plan to support their unique circumstances.

Our comprehensive curriculum includes but is not limited to: required core academic classes, elective "intensives", independent courses, e-learning courses, pre-vocational exploration and work experience. All students that attend Benny Benson are required to participate in our Mentorship class that provides opportunities for the development of problem solving proficiency, decision-making skills, Social Emotional Learning, goal setting and career readiness skills.

Our alternative programs within Benson include:

Benny Benson Proper: The Independent program at Benny Benson offers students that are behind in credits an accelerated path to graduation. Students can earn credits quicker than at a traditional school setting (2.5 credits per quarter, depending on student pace). Students will learn to work independently in a supportive environment.

Crossroads: Specialized program offered to pregnant and parenting teens in grades 9-12. The primary goal of Crossroads is to help students stay on track to graduate from high school, while providing resources and education in healthy pregnancy habit and child development. Our student the Crossroads program, have the opportunity to attend night school to meet childcare needs.

Night School Program: This program is for students that are working a day job or have other obligations that prohibit them from attending during the day. The student will attend classes once per week so they must be self-motivated to work during the week and have work ready to turn in at night school.

Bettye Davis East Anchorage High School, Elitnaurvik (EWE)

Elitnaurvik-Within-East is designed specifically for Alaska Native and American Indian students. Elitnaurvik in Yupik means "a place to learn."

EWE incorporates Native values and issues, and successfully addresses different learning styles in its activities, course offerings, and work components. EWE enjoys widespread support in the community. The primary emphasis is on building leadership through group participation, volunteerism, and empowering students to embrace their cultural heritage. Elitnaurvik provides culturally-based education, counseling, tutoring, and after-school activities.

Bettye Davis East Anchorage High School, School-Within-A-School (SWS)

School within a school is a cohesive learning community within Bettye Davis East Anchorage High School (BDEAHS) which provides a unique, enhanced learning experience for self-directed students with an emphasis on independent thinking, integrated learning, and community development. SWS accomplishes this through a partnership of skilled, innovative teachers and staff, a small cohesive student population, and parental support. SWS offers a wide range of core and elective classes, including advanced placement and self-directed study classes. Students take world language, physical education, and vocational and fine arts offerings from the wide array offered in BDEAHS. SWS students participate in BDEAHS activities that include sports, clubs, drama, dance, music, and student government. SWS program has 200 students, in addition to the world exchange students and fills through the district lottery system. Siblings in SWS and students in the BDEAHS attendance zone will have preference.

Charter Schools

Charter school students, with principal approval, may take courses at comprehensive high schools or King Tech High School.

Chugiak High School Spanish Immersion Program

The district's K-12 Japanese, Russian and Spanish language immersion programs have designated feeder middle and high schools to ensure that students continue their immersion experience in a seamless, articulated sequence of higher level courses. Chugiak High School is the continuation of the Spanish immersion program from Chugiak Elementary and Mirror Lake Middle schools. In the high school program there are four-year upper level courses designed to increase students' language skills while learning through content. Spanish courses include *Vistas Juveniles del Mundo Hispano, Perspectivas Literarias, Estudios Latinoamericanos*, and Advanced Placement (both language and literature.) High school immersion courses are designed to be rigorous and challenging for students while preparing them for upper division university coursework.

Chugiak, World Discovery Seminar Program (WDS)

The World Discovery Seminar Program is an alternative, smaller learning community and official ASD school-within-a-school that serves students at Chugiak High School. Rather than relying on textbooks, the program employs the Paideia methodology, a Socratic–based learning technique focusing on in-depth understanding of primary texts. With the teacher facilitating the discovery learning process, students explore, through writing and discussion, real life questions about literary and historical texts. In the Paideia seminar process, verbal and written discussion of the texts is emphasized over answering "end of chapter" questions.

Emphasis is placed on deeper learning, rather than general content. The basic concept is to assist young people to become avid, self-motivated learners. Interesting projects and hands-on activities are also fundamental to the class work. Self-expression is highlighted through the many varied activities comprising the World Discovery Seminar approach. Class dialogue allows the sharing of various opinions and experiences, which encourages students to draw their own conclusions. This helps all students develop a greater, more profound understanding of literature, history, science, mathematics and philosophy.

Dimond High School Japanese Immersion Program

The district's K-12 Japanese, Russian and Spanish language immersion programs have designated feeder middle and high schools to ensure that students continue their immersion experience in a seamless, articulated sequence of higher level courses. Dimond High School is the continuation of the Japanese immersion program from Sand Lake Elementary and Mears Middle schools. The Japanese for Fluent Speakers course sequence includes an "Honors" course in which students are partnered with members of the local Japanese community in an "adopt-a-student" program. High school immersion courses are designed to be rigorous and challenging for students while preparing them for upper division university coursework.

Dimond High School Engineering Academy

The DHS Engineering Academy is designed to prepare students for a two-year or a four-year engineering degree program. Five engineering courses follow the Project Lead the Way (PLTW) curriculum that may qualify for articulated agreements with universities in Alaska and across the U. S. Engineering Academy courses are project-based. Students are connected with engineering professors at UAA and with engineers in businesses that serve on the Engineering Academy Advisory Council.

Students may enter the Engineering Academy as freshmen and continue the four-year sequence or they may take individual courses when space is available.

Family Partnership Correspondence School (K-12):

Family Partnership Correspondence School is a K-12 year-round homeschool/correspondence program that focuses on individualized and personalized learning options, including flexible curriculum, online/distance education, AP, university/college, and small group courses through local vendors, in a partnership with parents, certified teachers, vendors, and tutors. We are a bridge between homeschool and formal education. Our students also have the flexibility of a 12-month school year, accommodating activities like sports, travel, fine arts, and work experience. Each student receives an educational allotment to ease the financial burden of purchasing non-sectarian educational curriculum and instruction. ASD area schools can also be utilized to facilitate the individualized education all students deserve. We want to partner with families to increase your student's achievement, offering guidance and support along the way.

King Technical High School (KTHS)

The Martin Luther King Jr. Tech High School offers career, vocational and technical training in more than 20 occupations for students primarily in grades 11–12. KTHS courses provide academic and elective credit, and some courses offer concurrent college credit through Tech Prep or credit toward post-secondary training programs such as apprenticeships. All KTHS courses are guided by an Advisory Board made up of experts from industry and post-secondary education, including apprenticeships and trade organizations. Courses at KTHS are delivered through project-based learning with the latest technology and equipment. At KTHS, students learn skills that will prepare them for post-secondary education, in a trade organization training program, or direct entry to work. Our students tell us that they are better prepared for life after high school because of the skills and knowledge gained through their KTHS classes.

Students spend the equivalent of three periods at KTHS and earn 1.5 credits for each semester class. Bus transportation is provided from students' home schools, or they may drive. King Tech offers an afterschool opportunity for students in grades 9-12, known as the King Tech 3rd Session. Transportation is provided for the KTHS 3rd session which is offered 2nd, 3rd, and 4th quarter. Students who meet requirements in their second semester may earn credit by doing engaging in on-the-job training with mentors throughout Anchorage. Students may also earn credit toward graduation for working a part-time job that relates directly to their KTHS course. Students must earn a letter grade of a C or better at semester to continue at KTHS. Some classes require a B or better to continue in advanced levels of the class. Please note that KTHS courses, may not meet NCAA Division I or Division II entry guidelines.

McLaughlin

McLaughlin School under the Anchorage School District, provides a comprehensive educational program for McLaughlin students who receive instruction in the core academic areas, as well as physical education, technology, and vocational studies.

Polaris K–12 School

Polaris K-12 School is Anchorage's only brick and mortar school to have all grade levels from kindergarten to the senior year of high school. As an ASD alternative program, we differ in educational philosophy, grade level organization, student evaluation, curriculum, instructional methods, and student involvement. Our program is characterized by curricular innovation along with basic skills development and allows for an integrated curriculum and multi-age group learning based on student interests, needs, and developmental levels. Students are participants in creating a rigorous curriculum that exposes them to 21st century skills, learning traditional academic standards, developing civic responsibilities and policies, while also meeting their personal educational interests. Our program is for students, parents/guardians and teachers who want an emphasis on self-directed learning and active participation in community.

SAVE (Specialized Academic Vocational Education)

S.A.V.E. is an alternative high school offering a personalized educational path for students who are behind in credit or who are not currently enrolled. As we seek to motivate and encourage students to become independent learners, student involvement is imperative in achieving academic success. Our blend-learning model provides teacher-directed instruction and small group learning opportunities. Students are evaluated monthly and expected to demonstrate academic and vocational progress. As a result, each student receives individualized instruction and support from our teachers and staff. Students must hold a part-time job and/or be enrolled at King Tech High School to fulfill their vocational expectations. Work experience and vocational training are counted as elective credits and serve as half of the student's educational day. The requirements for graduation at SAVE. High School are the same as the requirements for all secondary high schools in the Anchorage School District. Upon completion, students receive an ASD high school diploma.

Service High, Biomedical Career Academy (BCA)

The Biomedical Career Academy at Service aims to prepare students for a successful career in the healthcare industry. Classes within the BCA focus heavily on rigorous academics within a traditional curriculum, integrating healthcare and medically based activities within the classroom and community. Students have the option of preparing themselves for a position directly after high school within a healthcare setting and/or to focus on preparation for a traditional college degree.

All students are required to be members of HOSA (Health Occupation Students of America–a nationally recognized student healthcare organization) and will also be obtaining current first-aid/CPR certification. Students are also required to take Project Lead The Way Principals of Biomedical Science and Human Body Systems in the appropriate progression. Seniors, upon the successful completion of prerequisites, will take a capstone class which focuses on individual research and hands-on learning.

The BCA students will be interacting with our business partners in the community thus will be held to high standards of professional conduct and communication.

Service High, The Leadership Academy

The Leadership Academy at Service High School is centered around the Navy JROTC program and focuses on academic excellence, community service and academic/practical leadership training. Each year of participation in the Leadership Academy counts for one elective credit. Additionally, for each of the first two years of participation the student will have one-half credit of Physical Education credit waived. An in-house mentoring and tutoring program is provided for all Leadership Academy. The Leadership Academy prides itself on leading technology integration at Service High, making use of the latest in innovative classroom technologies.

Service High, The Seminar School (TSS)

The Seminar School serves 250 students and is characterized by the use of the Socratic seminar method, a strong sense of community and a learning environment that emphasizes independence, trust, personal responsibility and an open mind. The TSS curriculum is built on the consideration of classic texts that span the history and breadth of human experience. Students of the Seminar School are diverse in character and ability and work together in a multi-grade level setting (9–12) for a portion of their classes. Students can fulfill all language arts and social studies requirements along with some science and math requirements through TSS classes.

Steller Secondary School

Steller Secondary School is a lottery school of choice that provides

students with the opportunity to be self-directed, independent, and responsible learners. Steller offers a rigorous, college-preparatory education for grades 6-12 where students can define their own educational goals with the help of staff. Steller Secondary School fosters an educational environment based on student responsibility and freedom.

Steller classes focus on the development of leadership skills, problem-solving proficiency, self-assessment abilities, decision-making skills, and goal setting. Self-directed learning is a vital part of the Steller program. As an alternative school of choice, we differ from a traditional setting in curriculum, instructional methods, grade level organization, student assessment, educational philosophy and requirements. Active involvement within both the Steller community and the community of Anchorage is also vital to our program. Steller follows ASD guidelines for education content and behavior expectation. We also adhere to ASD board policies and state requirements.

Steller has various high school and middle school requirements that vary from other traditional settings:

1. Students must complete 3 Passages during grades 9-12. One of those must be a Community Service Passage.
2. Students must fulfill a Speech requirement in both middle school and high school.
3. Students must maintain a GPA of 2.0 or higher or they will be placed on probation and potentially deselected from the program.
4. Students must participate in an Intensive twice a year as part of the school year curriculum.
5. For more information regarding our school please visit us at: **asdk12.org/steller**.

West High, Cook Inlet Tribal Council (CITC)

Cook Inlet Tribal Council (CITC) provides a spectrum of core content academic classes at West High School for Alaska Native and American Indian students. CITC teachers emphasize high expectations for academic excellence while providing students with an encouraging environment in which youth can fulfill their potential through education. CITC promotes the development of self-confidence, creativity, leadership, and traditional values by integrating hands-on, culturally responsive content and innovative practices into their academic classes and after-school activities.

West High, Highly Gifted Program (HG)

The Highly Gifted Program at West High School is designed for the 9th–12th grade student whose educational needs cannot be met within the Honors Programs at the high school level. The first two years of the program offers a smaller learning community through clustered core classes. The emphasis on critical thinking and writing skills encourages depth and breadth of knowledge in all content areas.

West High, Pre-IB

The West Pre-IB program prepares 9th and 10th grade students for the IB Diploma Program not only in terms of academics but also in terms of students' attitudes about, and approaches toward, learning and life. Pre-IB encourages students to develop independence of thought, creativity, inquiry skills, open-mindedness, and an ability to think critically and reflectively. To participate, students must be enrolled in at least 4 of the following 6 courses in 9th and 10th grades: Honors English, Honors History, Biology/Chemistry, Algebra/Geometry or higher, a second language, and the arts. In addition to taking a Pre-IB schedule of classes, Pre-IB students will meet periodically as a group for special activities and learning opportunities that build a community of learners and contribute toward a climate of international-mindedness at West.

West High, International Baccalaureate (IB)

The International Baccalaureate (IB) Diploma Program at West Anchorage High School encourages creative inquiry and critical thinking while helping students develop a global perspective. IB is a challenging two-year pre-college course of studies in the tradition of the liberal arts. Diploma candidates must complete studies in six subject areas: English, a world language, history, science, math, and the arts. Additionally, students undertake an independent research project; participate in creative, physical, and social service activities; and take a class called Theory of Knowledge. West High is the only IB program in the Anchorage School District. More than 25 West staff have had specialized IB training. IB is taught in more than 2200 high schools in over 140 countries.

West High School Language Immersion Programs

The district's K-12 Japanese, Russian and Spanish language immersion programs have designated feeder middle and high schools to ensure that students continue their immersion experience in a seamless, articulated sequence of higher level courses. West High School is the continuation of the Spanish two-way immersion program from Government Hill Elementary and Romig Middle schools. The two-way immersion program is the only one of its kind in Alaska. Students in this program are both English speakers and native Spanish-speakers who together become bilingual and biliterate in both Spanish and English. Native Spanish speaking students and heritage Spanish speakers with literacy skills in Spanish are encouraged to enroll in this Spanish two-way immersion program. In the high school program there are four-year upper level courses designed to increase students' language skills while learning through content. Spanish courses include Vistas Juveniles del *Mundo Hispano, Perspectivas Literarias, Estudios Latinoamericanos*, and Advanced Placement (both language and literature.) High school immersion courses are designed to be rigorous and challenging for students while preparing them for upper division university coursework.

West High School is also the continuation of the Russian immersion program from Turnagain Elementary and Romig Middle schools. Beginning in 2012-13, the 9th grade Russian 9th grade immersion course is *Sovremenaya Molodyoj' i kul'tura* (Contemporary Youth and Culture.)

CHARTER SCHOOLS

Frontier Charter School

Frontier Charter School is a K-12 public charter school serving correspondence study and homeschooling students from both its Anchorage and Eagle River locations. Frontier provides resources and support to a variety of students, including those interested in pursuing advanced studies, needing credit recovery, with special needs, student-athletes seeking a flexible schedule, and those who want an online education. Frontier students have the opportunity to take classes at a university to receive dual credit or may choose to attend classes part-time in other ASD schools. Frontier students benefit from a customized daily schedule, the option to educate year-round, and the personalized support of their academic advisor.

Highland Academy Charter School

Highland Academy is a rigorous 6th-12th grade competency-based learning environment that promotes mastery across the curriculum. Students are required to demonstrate mastery on individual standards in all content areas before moving on to the next level. The standards drive instruction, and teachers utilize a wide variety of resources and strategies to address the varied needs of students. Skills acquired in one subject often help students meet standards in others, reinforcing cross-curricular learning. Students are placed in Language Arts and Math classes based on their individual ability levels, helping to better address their specific needs.

The program prioritizes social-emotional learning, community engage-

ment, individual growth and student ownership. Students are expected to take an active role in their educational experience. A strong advisory system supports students' academic, social, and emotional development. Throughout their time at Highland Academy, students regularly reflect on and present their learning experiences.
Graduates leave prepared for their next steps, whether that means entering the workforce or pursuing higher education. (907) 742-1700

ANCHORAGE SCHOOL DISTRICT BYOD GUIDELINES

BYOD stands for Bring Your Own Device. Students may bring their own web-enabled device(s) to school for **educational purposes**. The Anchorage School District also provides wireless access for student devices.
For the purposes of these guidelines, devices(s) refers to student - owned laptops and/or tablets. Cell phones may not be used during class time unless approved by the School Principal.
Devices may **ONLY** be used in class when appropriate for school purposes **as directed by the classroom teacher**.
Students will abide by the Anchorage School District Internet Guidelines, the Student Internet User Agreement Form, and the Internet and Electronic Communication Guidelines.
Inappropriate use of electronic devices may result in disciplinary action in accordance with the student handbook.

Expectations of Appropriate Use

- Coming prepared with a charged device
- Keeping personal devices secure
- Using the school network for academic purposes

Examples of Inappropriate Use

- Personal use of texting, calling, gaming, internet surfing, or social networking during class-time
- Photographing any class work with the intent to copy, cheat or distribute
- Photographing, recording or posting content with the intent to harm or disrupt
- Connecting to VPNs or other tools to bypass the District web filter
- Using the school network for personal downloads and personal file sharing

BYOD Device Recommendations

Anchorage School District permits students to bring a personal electronic device to school daily to use as a learning tool. In order for students to be efficient the device should meet these minimum requirements:

- Create/Edit files within Google Apps
- Connect to the ASDbyod wifi network

Chromebooks are provided to all 6-12 grade students and will meet all of the above requirements.

Expectations for Privately Owned Devices

Anyone who brings their privately owned device to Anchorage School District facilities is personally responsible for the equipment, which includes the following:

- maintenance and repair of the equipment
- installation of software and configuration of peripherals
- legal and authorized licensing of software
- security and storage of equipment

District Rights with Privately Owned Devices

As it relates to privately owned devices being used in district facilities, school principals reserve the right to:

- Make determinations on whether specific uses of the device are consistent with the district's policies and procedure
- Deem what is appropriate and inappropriate
- Restrict access to district resources, such as printers and servers
- Remove the user's access to the network and suspend the right to use the privately owned device in district facilities at any time if it is determined that the users are engaged in unauthorized activity or are violating district policies and procedures
- Network administrators may review files and communications on ASD computers and networking devices to maintain system integrity and insure that users are using the system responsibly. Users should not expect that files stored on district servers will always be private

Disciplinary action for misuse of privately owned devices at district facilities shall be consistent with the district's policies and procedures. Any searches of student-owned devices shall be done in compliance with the district's search and seizure policy. Violations may be cause for removing the individual's access privileges, suspension of use of the privately owned device in district facilities and other disciplinary actions and/or appropriate legal action.

EXTRACURRICULAR ACTIVITIES

The ASD offers a wide variety of extracurricular activities. It regularly prepares student surveys as part of a continuing effort to accommodate the interests and abilities of all students in a non-discriminatory manner. Addition of interscholastic activities not currently available will be considered as a result of expression of interest by students in numbers sufficient to justify formation of a team or club. See the assistant principal for activities at your school for more information

Admission Prices

General Admission	$10.00
* Students with Activity Stickers	FREE (all regular season ASD events)
Students—6th, 7th & 8th grade	$5.00
Senior Citizen (65 and older) & Military	$5.00
Elementary & Pre-School	FREE w/ parent

Activity stickers must be presented or general admission must be paid for both home and away events. All events will be charged at all levels except at 'C' team and 'JV' levels when not preceding a varsity contest; and where control of the gate is impossible.

Activity Stickers

Activity stickers will cost $50.00 each and will admit students to all ASD athletic contests including those designated at locations which are not on school property, i.e., Anchorage Football Stadium, Boeke Sports Arena, etc. Activity stickers will not admit students to the region tournament. Non-activity sticker holders will be charged $8.00 or full adult price.
Activity sticker use shall be standardized on an annual basis. Activity stickers will not be discounted in any way. Refunds for activity stickers of students leaving school will be $20.00 during the first semester only. Stickers may be purchased second semester for $30.00.

Student Clubs

Student clubs may be formed at the request of students interested in a particular activity. School groups may be organized by the school for educational and school purposes. The procedures and rules for club formation and operation and participation in school groups is listed below. See your school principal or designee if you have questions.

1. Students may form clubs within the following criteria:
   a. Students may organize extracurricular clubs provided that the club formation and activities are student-initiated and voluntary.
   b. Membership in a student-organized extracurricular club is open to all students.
   c. A student-organized extracurricular club shall have a school monitor who ensures that school policies are not violated but who does not participate in the clubs.
   d. Non-school persons (i.e., persons who are neither students nor employees of the Anchorage School District) shall not direct, control, conduct or regularly attend the meetings or activities of student-organized extracurricular clubs.
   e. The activities of a student-organized extracurricular club shall take place only during non-instructional time.
   f. The school shall not expend public funds to the student-organized extracurricular club beyond the incidental cost of providing the space for meetings.
   g. Student-organized extracurricular clubs are expressly prohibited from the following: Interfering with the orderly conduct of the educational purpose and activities of the school; promoting, encouraging, or sanctioning activities that are unlawful; abridging the constitutional rights of any person; or compelling a school agent or employee to attend a meeting that is contrary to the beliefs of that agent or employee.
      1. The school principal or designee retains the right to prohibit activities and meetings and to disband clubs which engage in the above-listed conduct.
      2. Student-organized extracurricular clubs may appeal to the School Board if a school administrator orders that the club be disbanded.
   h. Student-organized extracurricular clubs must have a club purpose statement and constitution which is approved by the school principal or designee prior to initiation of club activities. School administration will provide a standard format, requirements and advice on production of the purpose statement and constitution. All statements in the constitution must be correct and factual. The statements of purpose and constitution may not:
      1. Exclude students from membership.
      2. Propose unlawful or violent acts.
      3. Propose or otherwise entail a violation of any of the criteria set forth in School Board Policy 348.1 or any other policy of the Anchorage School District.
   i. A student-organized extracurricular club may raise and expend funds for purposes only endorsed in the club statement of purpose and constitution.
   j. The School district does not endorse or sponsor the meeting or activities of student-initiated clubs. Student clubs exist as an expression of individual rights and are the sole responsibility of the membership.
2. School groups may be formed for educational and school purposes within approved curriculum and extra curricular programs. School groups operate within the following criteria:
   a. Membership in any school group shall be open to all students who meet membership requirements. Membership requirements shall not include discriminatory factors related to race, color creed, national origin, ethnicity or gender.
   b. Student groups must have a statement of purpose and constitution approved by the school principal or designee. The school group will operate under the rules set forth in the constitution. The school principal or designee will be responsible for maintaining group operation according to the group constitution.
   c. A school sponsor shall be designated for each group.
   d. The school district does endorse and sponsor meetings and activities of school groups. School groups exist to promote and enhance school curricular and extra curricular activities.
   e. School groups may raise and expend money to support the curricular and extra curricular activities designated in the group statement of purpose and constitution.

Senior High School Interscholastic Activities

All students will be permitted to participate in intramural sports in a manner consistent with their gender identity consistently expressed at school. Furthermore, all students will be permitted to participate in District-sponsored interscholastic athletics in a manner consistent with their gender identity. ASAA determines its own rules for interscholastic competitions.

The following activities are offered by the Anchorage School District and are sanctioned by the Alaska School Activities Association. Students must meet the eligibility standards of the Alaska School Activities Association and the Anchorage School District to be eligible to participate in the following activities:

Band	Girls Flag Football	Softball
Baseball	Gymnastics	Student Government
Basketball	Honor Choir	Swimming/Diving
Bowling	Boys Ice Hockey	Tennis
Cheer	Journalism Workshop	Track & Field
Drama	Music Festivals	Volleyball
Esports	Orchestra	Wrestling
Football	Rifle	X-Country Running
Forensics/Debate	Soccer	X-Country Skiing

The Anchorage School District charges a participation fee of $225 for each of the activities listed above. There is an individual student cap of $675 per school year. There is no fee for participation in subsequent activities once a student reaches the individual student cap. A student who qualifies for the free/reduced federal lunch program will be granted a participation fee waiver.

Activity Stickers

Activity stickers are available from the school activities office and constitute a savings on gate fees at sporting events.

Rules of Eligibility

Eligibility and training rules for senior high school students participating in interscholastic athletics are listed under participation guidelines.

National Collegiate Athletic Association (NCAA) Eligibility

To be considered a qualifier at Division I and Division II institutions and be eligible for financial aid, practice and competition during your first year, you must meet the NCAA requirements for **g**rade point average, approved core courses, graduation, and ACT or SAT scores. Be sure to ask your coach and guidance counselor about these requirements or contact the national office at (913) 339-1906**.** Rules are often revised, see **ncaa.org** for current rules.

School Grade Rule

Students in grade eight and below are ineligible for participation as members of high school athletic teams in interscholastic competition including cheer.

Undue Influence Rule

A student is not eligible to participate in interscholastic activities for at least one year if he/she has been unduly influenced or offered any remuneration, directly or indirectly, for the purpose of causing the student or the student's family to reside in a given school district or school attendance area in order to establish his/her eligibility for activities participation.

Age Rule

A student who becomes 19 years of age on or before August 1 shall be ineligible for interscholastic competition.

Sports Physical Examination—Parent's Consent

A physician's clearance to play must be on file at the school. This clearance is good for 18 months, but must not expire during the season of the sport in which the student is participating.

Wrestling Weight Certification

With respect to students participating in wrestling, the National Federation Rule Book for high school governs all situations.

Within 60 days of a first match, the examiner, as defined in the first paragraph of this section, must certify the lowest weight class the individual may wrestle during the season. This determination must be in writing, signed by the examiner and by the student's parents, before the student may be allowed to wrestle in a match.

Individuals must have their weight certification form on file with their school before their name may be placed on the eligibility list. There must be a place for the examiner's signature and the parent's signature on the weight certification form.

Amateurism

Only amateurs are eligible to participate

1. Students representing member schools of the Association must be amateurs.
2. A student is an amateur, not a professional, and is ineligible if he/she receives or is promised money or other valuable consideration for competing in a sport recognized by the Association. This rule applies throughout the twelve months of the year. A professional in one of these sports is considered a professional in all. A student may play with or against those who are professional without losing amateur standing.
3. Acceptance of money or other valuable consideration as wages or expenses or of merchandise prizes for athletic competition renders a student ineligible for further athletic competition. No money is to be given to a contestant. However, it is permissible for a contestant to accept necessary meals, lodging and transportation while competing. Medals or trophies may be accepted. College scholarships may be accepted but the amount of the scholarship must be paid directly to the college of choice by the donors.
4. A student is ineligible if he/she competes under an assumed name for the purpose of concealing his/her status as a professional.

Signing of Contracts

The signing of any contract by a student whereby he/she agrees to compete in any athletic competition for profit immediately makes that student ineligible for further interscholastic athletic competition.

Professional and College Try-Outs

Professional and college try-outs which interfere with a high school student's work or which involve a game in violation of Association rules may result immediately in that student's ineligibility for further interscholastic athletic competition.

Awards

The Alaska School Activities Association Board of Control designates, gives, and controls ribbons, medals, and trophies to be awarded to schools and individuals at state championship events.

Waiver of Eligibility Rules

1. The Executive Director will not grant eligibility in any case in which the asserted hardship is the sole result of knowing conduct by the student or his/her parents or guardian which had the effect of causing the hardship.
2. Ignorance of any standard is not sufficient reason for waiving a standard.
3. Request procedures: A request for a waiver must be directed by the student to the involved member school's officially designated administrator who shall then file a written request stating the full particulars of the case and the reasons felt by the student or the administrator, or both, to warrant the granting of the requested waiver. (See Article XIII, ASAA By-Laws)

High school student eligibility requirements

Enrollment Rules

Participation in high school athletics is a privilege. All students are expected to comply with local, state, and federal laws and the rules and regulations of the Anchorage School District. Students will be subject to denial of the ability to participate if they do not meet eligibility requirements, engage in behavior that is detrimental to the well being of the team or school, are in violation of the tobacco rule, are in violation of the drug and alcohol rule, or commit criminal acts as defined in the ASD Statement of Student Rights and Responsibilities. In all cases the Superintendent or his designee retains the right to review and revise any disciplinary action.

A student is eligible to participate in the interscholastic activities of only one member school per year, except as provided under the Transfer/Residency Rule (Section 9 of ASAA Handbook). That school shall be considered the School of Eligibility. A student who is simultaneously enrolled at more than one member school and who wishes to be eligible to participate in the interscholastic activities of one of those schools, must designate that school as the School of Eligibility. The School of Eligibility must ensure that the student meets all eligibility requirements before being permitted to participate.

A. To be eligible during a school semester for participation in interscholastic activities, a student must:
    1. Be properly registered in a 9-12 high school program in the ASD, an ASD charter school, ASD alternative school or program.
        a. A student enrolling in an ASD charter school, alternative school or program during the first semester of ninth grade; and a student transferring from out-of-district who attends an ASD charter school, alternative school or program after the first semester of the ninth grade, must designate a member school within the district as the School of Eligibility.
        b. The School of Eligibility of a student, other than a first semester freshman, who transfers to an ASD charter school, alternative school or program from another school within that district, will be the member school from which the student transferred.
        c. A student who transfers without a bona fide change of residence of parents or guardians is ineligible for Varsity, State Qualifying and State Championship interscholastic competition for one calendar year, from the date of first attendance in the new school. Students who live with a coach are ineligible. At schools with no sub-varsity teams, the student could ask for a waiver to participate on the varsity team during the regular season, but would not be able to participate at either conference or state tournaments.
    2. Have a qualifying G.P.A.:
        a. All first semester freshmen are immediately eligible at the

beginning of the school year. At the end of the 1st quarter, they must have a 2.0 GPA to remain eligible for the remainder of the semester.

b. Second-semester freshmen, all sophomores, all juniors, and all seniors must have an overall 2.0 GPA during the previous semester and end of first and third quarters. Students who do not meet the GPA portion of this requirement may regain eligibility during the current semester by achieving and maintaining an overall 2.0 GPA at the end of the quarter or semester using the grades earned during the nine-week grading period.

c. Students who did not pass 5 classes the previous semester may not regain eligibility at the quarter.

d. Grades are checked at the beginning of each fall sports season and at the end of each quarter/semester. Grades are posted to a student's transcript in the semester in which they are earned. Summer school grades for credit recovery purposes are posted to a student's spring semester transcript and my be used to regain eligibility towards fall sports.

3. Be enrolled in the required number of semester classes:

a. All freshmen, all sophomores, all juniors, as well as seniors who are not on track to graduate must be enrolled in a minimum of five (5) semester classes that lead to granting of credit toward graduation from the school district.

b. Seniors who are on track to graduate must be enrolled in the District a minimum of four (4) semester classes each semester.

c. For purposes of eligibility, "enrolled" means the student has registered and remains in an approved course requiring regular attendance and/or coursework. College courses may be used to determine the number of courses for enrollment if: 1) the student is currently enrolled in the course, and 2) the course has been approved for ASD credit through Credit By Choice Program. The following units of credit do not qualify for purposes of determining eligibility: high school credit issued for middle school courses; the World Languages Incentive Credit; physical education waiver, and the credit by examination.

d. Some King Tech courses will be counted as three (3) semester classes.

B. Student eligibility is checked on the first day of the fall sports season. Eligibility will be checked again the second Monday of each subsequent quarter. Students who were not eligible during a previous quarter/semester may practice, but not play, after school on the last day of the quarter, pending the new findings of eligibility.

C. Students who do not meet the eligibility rules of ASD and ASAA to participate in interscholastic activities due to academic deficiency may have the ability to practice with the team for the remainder of the quarter as long as all of the required paperwork is submitted to the Activities office. The student will be able to practice only, they will not be issued a uniform to play in a contest until the end of the next grading period in which they regain eligibility.

IN ORDER TO PARTICIPATE:

1. A physician's clearance to play must be on file at the school. This clearance is good for 18 months and should not expire during the season of the sport in which the student is participating.
2. A High School Athletic Activity Participation form must be signed and on file, and participation guidelines must be acknowledged.
3. Students and parents must comply with the ASAA pre-participation guidelines.
4. All records must be in order and forms must be on file in the Activity Office before the student is eligible to participate in any athletic programs.
5. Students pay an activity fee per ASAA sport or apply for a fee waiver based on financial hardship through the school activity office.
6. a. All players must have ten (10) separate days of physical practice in the same sport activity prior to the first day of competition.

b. When a student is participating in a recognized high school sport activity that overlaps the beginning of another recognized sport season, the AASA Executive Director may waive up to five (5) practices.

c. If a student has completed the required practices but has not competed for whatever reason for less then two weeks, no additional practices are required before returning to competition with the concurrence of the coach. If a student misses between 2 and 4 weeks of practice and competition, 5 additional days of practice and the concurrence of the coach are required before returning to competition. If more than 4 weeks have been missed, the student must have ten (10) additional days of practice and concurrence of the coach before returning to competition.

d. Member schools permitting a student to participate in interscholastic competition without meeting the practice requirements of this section will be considered to be using an ineligible player and will be subject to penalty under Article 12, Section 1 of the ASAA handbook.

e. ASAA prohibits students, in grades 10-12 who are members of a high school team, from competing as a member of a non-school comp or junior hockey or out of state traveling house team beginning with the first game of that school until a school team has completed its season. The prohibition on competing on a non-school team will be lifted during Thanksgiving and Christmas vacations dates as they are determined by schools and districts, as well as on Sundays and Mondays through the 3rd Monday each January to coincide with Martin Luther King Jr. Holiday. Although this rule does not restrict practice on a non-school team during the high school season, no student may participate in a high school game on a day in which they have participated in a "comp" practice.

Conditions of Student Participation

A. ELIGIBILITY RULES

1. Athletes must meet all eligibility requirements of the Anchorage School district and the Alaska State Activities Association (ASAA).
2. Violation of the eligibility rules shall result in denial of participation.

B. DENIAL OF PARTICIPATION

1. An athlete who is removed from a team for disciplinary reasons will not be eligible to practice or play another sport during the season of that sport.
2. An athlete who is suspended out of school for any reason will not be eligible to practice or play any sport during the period of suspension. A suspension ends at midnight of the final day of the suspension.
3. Any sanction imposed under these Conditions of Participation is separate and distinct from any sanction which may be proposed for violation of any other school disciplinary requirement.
4. During an appeal process the student shall not participate in the group's activities until the appeal process is completed.

C. DENIAL OF PARTICIPATION FROM TEAM ACTIVITIES FOR SPECIFIC CIRCUMSTANCES

1. A student athlete who is truant for one or more classes, or who

is in attendance for less than half of his or her scheduled classes during school day cannot practice or play on that day without principal permission. Students in violation will be suspended for two games on the first offense, removed from the team on the second offense.

2. Equipment issued to an athlete is his/her responsibility for return or replacement. If the equipment is not returned, replaced or paid for, no letter shall be awarded nor shall the student be permitted to participate in any sport.
3. Denial from participating with the team for a period of time to be determined by coach/principal/and District administrators may result from the following:
   a. Insubordination
   b. Obscene gestures; swearing
   c. Provocation
   d. Fighting
   e. Stealing/Theft
   f. Hazing/Initiation
   g. Other disciplinary situations which may arise
4. With administrative approval, the coach may establish additional participation rules.

D. THE COMPLETE TOBACCO, ALCOHOL AND CONTROLLED SUBSTANCES (TAD) POLICY FOLLOWS.
Time period during which policy applies

The policy in this section applies to any student who is participating or has participated in interscholastic activities starting from the students' first participation in interscholastic activities, including formal practices which precede interscholastic competition after the initial signing of the *Student/Parent/Legal Guardian (TAD) Acknowledgement Form,* at any ASAA member school, and continuing until the student graduates from high school.

Students sanctioned under the TAD guidelines must complete ASAA education component before returning to play. Violations of this policy are cumulative and progressive throughout a student's high school years.

TOBACCO RULES–Violations of tobacco rules cumulative throughout school year. Students who violate the tobacco rules will be subject to the following sanctions:

a. FIRST OFFENSE FOR POSSESSION OR USE - Suspended from interscholastic activities and practices for 10 calendar days. Fifty percent of the suspension will be forgiven and the student may return to practice if the student and parent/guardian complete the First Offense educational component.
b. SECOND OFFENSE FOR POSSESSION OR USE- Loss of practice and athletic participation for forty-five calendar days.
c. Students who violate the tobacco rules while under school jurisdiction are subject to suspension in accordance with Anchorage School District regulations and cannot participate during the length of the suspension.

E. DRUG/ALCOHOL RULES

The actual or attempted sale of, use of, possession of tobacco, alcohol, inhalants, illegal drugs, substances designed to look like illegal drugs, substances purported to be illegal drugs, or drug paraphernalia shall subject the athlete to loss of practice and athletic participation.

Under School Jurisdiction

Students who violate the drug/alcohol rules will be subject to:

a. FIRST OFFENSE FOR POSSESSION OR USE - Suspension in accordance with Anchorage School District Regulations. Loss of practice and athletic participation during the suspension. Fifty percent of the suspension from athletic participation will be forgiven and the student may return to practice if the student and parent/guardian complete the ASAA First Offense educational component.
b. SECOND OFFENSE FOR POSSESSION OR USE, OR FIRST OFFENSE FOR SELLING, DISTRIBUTING, OR ATTEMPTING TO SELL - Suspension or alternative placement in accordance with Anchorage School District Regulations - Loss of practice and athletic participation during the suspension or alternative placement.

Not Under School Jurisdiction

Students who violate the drug/alcohol rules while not under school jurisdiction:

a. FIRST OFFENSE FOR POSSESSION OR USE - Loss of practice and athletic participation for ten calendar days. Fifty percent of the suspension from athletic participation will be forgiven and the student may return to practice if the student and parent/guardian complete the ASAA First Offense educational component.
b. SECOND OFFENSE FOR POSSESSION OR USE, OR FIRST OFFENSE FOR SELLING, DISTRIBUTING, OR ATTEMPTING TO SELL - Loss of practice and athletic participation for a minimum of forty-five calendar days.
c. THIRD OFFENSE FOR POSSESSION OR USE, OR SECOND OFFENSE FOR SELLING, DISTRIBUTING OR ATTEMPTING TO SELL - Loss of eligibility for the duration of Anchorage School District attendance.

F. CRIMINAL ACTS

Students who commit criminal acts as defined in the ASD Statement of Student's Rights and Responsibilities will be removed from the team for the remainder of the season.

1. The school will conduct an investigation independent of the police.
2. The student may appeal the finding of the investigation to the school principal.
3. The student shall not participate in the team's activities until the appeal process is completed.

This is not a complete list of all eligibility rules and regulations. If you have questions, please contact your activities principal. See ASAA manual for definition of a bona fide move of parents or guardian.

School Transfer

For information on eligibility rules related to school transfer, please visit the Alaska School Activities Association at **asaa.org**.

Awards and Letters

Senior High School activities letters may be awarded only for student participation in events that are ASD-sponsored and controlled.

Varsity Athletic Letter Award Criteria

An individual will be lettered in an athletic activity if he/she completes the season for that activity, participates in one-half of the periods of scheduled varsity competition, and attends all practices unless excused by the coach.

Additional Criteria

1. In track and field and swimming, the individual will be awarded a letter who finishes first or second for his/her school in any event in a minimum of one-half the scheduled varsity meets.
2. In riflery, an individual will be awarded a letter when he/she has finished in the top 15 scores for his/her school in a minimum of one-half of the scheduled varsity meets.
3. In swimming, an individual will be awarded a varsity letter
   a. when he/she has attained 45 varsity points or placed in the top six (6) at the Region meet. The points will be assessed on the following scale: 1st=6, 2nd=5, 3rd=4, 4th=3, 5th=2, 6th=1
4. A coach may letter an individual for the following reasons at his/her discretion:
   a. Injury/Illness Letter

b. Participant Letter: (Three-year participant who has not previously lettered. Limited to seniors.)
c. Value to Team: (Written justification for letter from coach.)
d. Manager

Criteria For All Music Awards

1. The student is expected to live up to the responsibilities of membership in the group, and:
   a. Attend all concerts unless excused by a school official.
   b. Attend 75 percent of all other scheduled performances of their group.
2. A director may letter an individual for the following reasons at his/her discretion:
   a. Injury/Illness Letter
   b. Participant Letter: (Three-year participant who has not previously lettered. Limited to seniors.)
3. The letter award program will in no way be affiliated with the classroom grading system.

Letter for Debate, Drama, Forensics or Performance Drama

Letters should be awarded as a means of recognizing outstanding individuals.

1. Debate, Drama and Forensic Letter: Participation in at least 50 percent of all scheduled forensics contests; individual school placement, first, second or third, in at least three of the contests.
   Or, participation in debate in at least two tournaments, with a win record of at least 50 percent.
2. Performance Drama Letter: Participation in a minimum of three plays during the current school year. (Participation would include work on stage crews, technical crews and acting roles.)

Awards—Sweaters and Jackets

Students who are awarded a letter may wear the appropriate sweater or jacket without joining a school club. No employee of the ASD shall enter into a so-called "contract" to act as a supplier for physical education uniforms, swim suits, sweaters, letter jackets or other items of apparel with a vendor.

GENERAL ATTENDANCE INFORMATION

Attendance

By state law, all non-resident students attending schools of this district shall pay in advance the regular school tuition rate. (AS 9.030) This law pertains to students whose parents are not residents of the Municipality of Anchorage and who are not in the custody of a district resident. (ASD Policy Section 421.21) For more information about non-resident tuition, please contact the school principal or designee.

Alaska State Statute 14.30.010 states that "Every child between seven and sixteen years of age shall attend school at the public school in the district in which the child resides during each school term. Every parent, guardian or other person given the responsibility for or control of a child between seven and sixteen years of age shall insure that the child is not absent from attendance…" While recognizing that the responsibility for the regular attendance of a student lies with the parent of that student, the schools also recognize an obligation to assist the parent and child to ensure that regular attendance does occur. The following attendance procedures are designed to encourage regular attendance and ensure communication between the school and the parents:

1. Students are required to attend all scheduled classes unless authorized by parents or school personnel to be absent.
2. Parents are expected to call the school by 9 a.m. each morning that their student is absent from school to excuse him/her from that day's attendance.
3. According to Anchorage School Board Policy 443 (b), the following conditions may result in an excused absence from school:
   a. illness
   b. death or serious illness in the immediate family
   c. participation in a school function
   d. extenuating circumstances approved by the principal, and
   e. attendance at religious services
4. Any absence that is not excused is considered a truancy. Truancy is defined as an unexcused absence of a student for a class or classes. Truancies are cumulative throughout the semester.
5. When the student falls within the compulsory attendance regulation (under 16 years of age), in addition to having the documented permission of the parent or guardian to miss school or be absent from class, the absences shall comply with the Alaska State Compulsory Attendance Laws 14.30.010.
6. Students with unexcused absences from classes may be subject to disciplinary action, including but not limited to required parent conferences, detention and/or suspension. Parents will be notified of all unexcused absences by the District's messaging system. After the first unexcused absence, detention or work detail may be assigned, and the ASD attendance policy will be explained. Subsequent unexcused absences may result in detention, suspension or other appropriate disciplinary action. Chronic, repeated violation of the attendance policy may result in long term suspension and/or withdrawal from school.
7. Any student who is absent from school for ten (10) or more consecutive days without parent contact may be dropped from the ASD rolls. Prior to withdrawal for non-attendance, parents will be involved in the attempt to remediate the attendance problem. Reasonable effort will be made and documented to return that student to full-time attendance prior to withdrawal for non-attendance. Students withdrawn may be re-enrolled at the beginning of the next school semester.
8. Known or suspected cases of violation of AS 14.30.010 may also be referred to the Anchorage Police Department.

Responsibility to Homeless Children

No homeless child will be deprived of any of the opportunities or benefits offered by the district because of family living situation. Provisions will be made to help homeless students continue to attend their school of origin. Transportation will be provided to homeless students comparable to that received by other district students. The district will make special efforts to ensure the enrollment and attendance of homeless students who do not currently attend school.

Class Loads

Senior high school students are expected to take six (6) classes. To be able to take fewer than six (6) classes, a student in the 11th or 12th grade must make application for early dismissal or late arrival and gain the permission of the parent/guardian, counselor and administrator.

Daily Absence Notification

The official notification of a student's attendance for unexcused absences is through the District's messaging system. For any absence that has not been excused by the parent or guardian, a call will be placed daily after the close of business to the primary contact number. The message will inform the parent/guardian that his/her student has been absent from one or more classes for the day. Unless the parent/guardian is able to excuse the absence according to ASD Board Policy

443 (b), the absence will be unexcused. The primary phone number can be changed by contacting the school. If parents provide an email address to the school, email notification will be made in addition to the automated phone notification. **Absences must be excused within three school days of the absence.**

Pre-Approved Absence Request

According to ASD Board Policy 443 (b), the reasons for excused absences include illness, death or serious illness in the immediate family, participation in a school function, extenuating circumstances approved by the principal, and attendance at religious services. When a student or family contemplates an absence for personal reasons that must be approved by the principal, the parent/guardian must complete a Pre-Approved Absence Request Form. A copy of the form is available at the school or online at **www.asdk12.org/parents/attendance/**. The form can be submitted electronically or in written form and **must be submitted at least one week in advance.** The principal or designee may deny the request if he/she believes that the absence would harm the student's academic progress. If a request is denied, reasons will be given. **The absences will still count toward the fifteen (15) day standard (varies from schools on a block schedule) for high school students.**

Attendance Probation and Withdrawal

1. Schools will place students on attendance probation when the student reaches ten (10) absences, excused or unexcused, in any class. A probation notice including an attendance summary for all classes will be sent to the parents of the student. A determination will be made as to the cause and if the student should be deemed habitually truant or is in need of visiting teacher services due to an extended illness or injury.
2. Schools may withhold credit for any class with fifteen (15) absences (varies from schools on a block schedule). The student and parents will be contacted on a class-by-class basis. A letter with notification of withdrawal of credit will be mailed to parents in each instance. Students and parents will have the right to request evaluation of special and extenuating circumstances related to the absences. Schools will seek information concerning special and extenuating circumstances at the time non-granting of credit is considered.
3. Schools will provide a process to evaluate requests for consideration of special and extenuating circumstances which impact student attendance. The school will have the ability to not count absences toward the fifteen (15) day standard if the absences are due to special circumstances or extenuating circumstances beyond student or family control. Special or extenuating circumstances do not include family vacations.
    a. Special circumstances include but are not limited to activity absences, required court appearances, significant events such as competing in international, national, or regional sport events, or recognized cultural events.
    b. Extenuating circumstances include but are not limited to chronic medical problems, extended illness, death in the family, physical or sexual abuse and documented family problems affecting student attendance. Provisions will be made to allow consideration of special or extenuating circumstances prior to the absence and after the absence takes place. A school decision to deny consideration may be appealed using the grievance procedure published in the student handbook.
4. Additional conditions:
    a. Students with illnesses that extend or are projected to extend beyond fifteen (15) school days (varies from schools on a block schedule) should apply for services under the Visiting Teacher Program. Absences from school while in the Visiting Teacher Program will not count toward probation or non-granting of credit. Students with chronic medical problems should contact the school if absences due to the chronic illness are likely to exceed fifteen (15) days in a semester. Absences associated with chronic illness will not be counted if a medical waiver is secured. ***Medical waivers must be renewed each semester and be verified by a medical professional.***
    b. Absences in quarter classes will accumulate on a semester rather than quarter basis.
    c. The number of absences permitted is based on a six (6) period day. For a school using a non-standard schedule, the number of absences will be adjusted accordingly.
    d. Students withdrawn for non-attendance will have a "WF" (Withdrawal-Failing) recorded on his/her transcript. That grade will be included in the calculation of his/her grade point average and will affect eligibility.
    e. Days suspended from school are counted for probation and withdrawal of credit.
    f. Pre-approved absences will be counted for probation and withdrawal of credit if a waiver of the standard is not granted. Pre-approved absence status is used to determine whether the absence is excused according to ASD Board Policy 443(b).
    g. Tardies to class will not be counted as part of the absences used for probation and withdrawal of credit.

Excessive Absences

Regular, timely attendance is expected of all students. ASD considers regular student attendance to be one of the most important determinants of student academic success. **Students need to be at school on time and ready to learn every day.** If a student misses ten (10) or more days in a semester, excused or unexcused, he/she is considered to have excessive absences. A student may be identified as habitually truant because of excessive absences.

Truancy

Truancy is defined as an unexcused absence of a students for a class or classes (e.g., skipping one or more classes leaving school without permission.) Parents are notified of all truancies by School Messenger through the automated attendance phone notification. Disciplinary action for truancies will be taken as follows:

1. Parents are notified of the first truancy by School Messenger through the automated attendance phone notification. Detention or work detail may be assigned and the attendance policy will be explained
2. Parents are notified of subsequent truancies by School Messenger through the automated attendance phone notification. Subsequent truancies may result in detention or other appropriate disciplinary action.
3. The student may be designated as habitually truant after five (5) truancies or ten (10) or more absences, excused or unexcused, in a semester. Notification of a student as habitually truant is done in writing. Chronic, repeated violation of the attendance policy may result in withdrawal from school. After the designation of a student as habitually truant, the provision of notice of the designation and a determination of a lack of cooperation from either the parent/guardian, and/or student in remediating the situation, the habitually truant student and/or parent/guardian of the student may be cited under AMC 8.75.065. If a truancy occurs during a quarter resulting in withdrawal from school, the student may re-enter at the beginning of the next semester. ***Truancies count through the entire semester.***

Make-up Procedures for Class Work, Assignments & Tests

When a family knows in advance that their child will be absent from school for five (5) or more days, a make-up request can be made through the school office. Each school will determine their procedure

for notifying teachers of the make-up request. For absences less than five (5) days, the secondary student is responsible for securing the make-up work from the teacher. At the elementary level, the family will work directly with the teacher to receive the make-up work.

Students with Excused Absences

One day of make-up privilege will be granted for each day of absence, regardless of the length of the absence. Teachers are expected to provide make-up work that is as meaningful as possible; however, it is recognized that make-up work may not provide the same kind and quality of instruction as the student would have received in class. The actual work assigned for grading is at the discretion of the teacher.

Full credit is awarded as long as the work is completed within the allotted time, which is the school day following the make-up period. All make-up work is due on the final day of the make-up period (e.g., if a student is absent for three school days, all make-up work must be completed and turned in on the fourth day after returning to school).

If a test is missed, arrangements for making up the test will be made between the teacher and student after the make-up work for the absence has been completed. A final exam cannot be taken before the end of semester, and arrangements must be before the absence has been completed. Once arrangements are made with the student to make up the test, it is the student's responsibility to show up for the test at the assigned date and time. If the student does not show up for the test at the assigned date and time, he/she will lose the privilege to make up the test unless there are extenuating circumstances beyond the control of the student.

If a state-required assessment is missed and the assessment has a make-up date(s), the student will make up the test according to the individual school's make-up schedule. If the student is absent during the make-up date(s), the student will not have the opportunity to take the assessment based on state regulations.

Students on Short-Term Suspension

A student on short-term suspension will be allowed to complete, for credit, class work and assignments missed during the short-term suspension.

The student is expected to have all class work and assignments provided to the student during the short-term suspension completed upon the student's return to school and/or class. If the student needs additional assistance from the classroom teacher to complete the assignment(s) that could not be provided during the suspension, the principal can provide an extension.

The actual work assigned for grading is at the discretion of the teacher. The guidelines for making up tests for students with excused absences apply to a student returning from a short-term suspension.

Students on Long-Term Suspension

A student on long-term suspension is allowed to complete, for credit, all class work and assignments missed during the suspension.

The student is expected to have all class work and assignments provided to the student during the long-term suspension completed upon the student's return to school and/or class. If the student needs additional assistance from the classroom teacher to complete the assignment(s) that could not be provided during the suspension, the principal can provide an extension.

The actual work assigned for grading is at the discretion of the teacher. If a test is assigned during the first five (5) days of the suspension, the guidelines for making up tests under an excused absence apply.

If a state-required test occurs during the long-term suspension, each case is reviewed individually to determine whether the student will participate in the testing.

If the student is assigned to an alternative program during the long-term suspension, the alternative program assumes the responsibility for providing and grading class work and assignments.

Students with Unexcused Absences

Students shall be given the opportunity to make up school work missed because of an absence and shall receive full credit if the work is turned in according to a reasonable makeup schedule. Teachers shall assign such makeup work as necessary to ensure academic progress, not as a punitive measure.

Students who miss class on a state-required testing day will make up the test based on the individual school's make-up schedule when make-up testing is allowed.

Leaving School During the Day

Leaving school before the normal dismissal time for special circumstances is permitted when prior consent of a parent is obtained by note or telephone, and prior school approval is given. School approval is obtained through the attendance office. Students who leave the building during the school day without approval will be regarded as truant.

Tardiness

All students are expected to be on time to school and to arrive at all classes during the day on time. A student is considered tardy if he/she is not in the classroom at the beginning of the class period. Any secondary student who is late for class without an acceptable excuse shall be noted as tardy. Each secondary school will implement a procedure that includes parent notification of the assignment of work details or detention, and suspension for repeated tardy problems.

Hall Passes

Whenever a student, including a teacher's aide, is out of a classroom during a class period, he/she must have a valid hall pass. It is the student's responsibility to obtain a hall pass from the teacher before leaving the classroom. Students in the halls should expect safety-security personnel and other staff members to check their hall passes and should comply with those checks in a polite manner. Loss of pass privileges, work details or detention may be assigned students who are found in the hall during class time without a valid hall pass.

Suspension

Suspension is a temporary exclusion from school for a specified number of days. When an administrator suspends a student, every reasonable effort will be made to reach the parent via telephone. For every suspension, a suspension letter will be provided to the parents, specifying the reason for the suspension, length of the suspension, return date, and an appeal procedure. At the time of suspension, the student will be given a copy of this letter.

During the appeal of a suspension or expulsion, the student will be placed back in school unless in the judgment of the school principal or designee an emergency suspension is warranted because the presence of the student poses an immediate or continuing danger to himself/herself, other persons or property, or is an ongoing threat of disruption to the educational process.

During the appeal of a suspension or expulsion, the student may not participate in nor attend school-sponsored activities or athletics. In the event of an emergency suspension, the student is not permitted to attend school, nor may they be in any ASD school building or on any ASD property for the duration of the suspension, regardless of the appeal status. Failure to adhere to these restrictions may result in additional consequences.

Transfer or Withdrawal from School

The parent/guardian should notify the attendance office two (2) days in advance if a student is moving out of the district or transferring to another school within the district. The registrar will issue a withdrawal slip which is to be signed by each of the student's teachers during the day, as well as the librarian, cafeteria manager, nurse, etc. It should be returned to the office last period. All books and school property must be returned. A withdrawal is official when obligations to the school and district have been met.

No final exams will be issued early. A student who must leave a secondary school will be assisted in the completion of the school year. Students who must withdraw early are required to have their parent/guardian contract the school for a parent conference or furnish military orders showing the necessity of the withdrawal.

Senior high students relocating outside the Anchorage School District before the last twenty (20) days of school:

Withdrawal grades to date will be given, and the student must report to the receiving school for completion of the school year and credit from the new school.

Senior high students relocating outside of the Anchorage School District during the last twenty (20) days of school:

Withdrawal grades to date given; enrollment in the new school recommended. If enrollment is not possible, arrangements will be made for the student to take final exams, where applicable, with the new school district or public agency.

Athletics Eligibility:

A student attending an ASD school, charter school, alternative school or program who wishes to change his/her School of Eligibility without a corresponding parent move, will be ineligible for Varsity, State Qualifying and State Championship interscholastic competition for one calendar year, from the date of first attendance in the new school. At schools with no sub-varsity teams, the student could ask for a waiver to participate on the varsity team during the regular season, but would not be able to participate at either conference or state tournaments.

GRIEVANCE PROCESS

The Student Grievance Process has been developed by the Anchorage School District to resolve matters in which a student feels that s/he has had their civil rights violated, including rights protected under Title IX. This process also pertains to instances in which a student feels they have been discriminated against by school staff due to issues such as their race, disability, national origin or gender. This process can also be used to address credit, scheduling, or staff and student relationships, including classroom discipline and attendance. If you wish to use the grievance procedure, see the school principal or designee, who will guide you through the process.

Definition of Terms:

Grievance: Alleged violation of School Board policies, central administration rules and regulations, or school administrative policies as well **as past practices and informal procedures.**

Grievant: One who files a grievance against another person.

Respondent: One against whom a grievance is filed.

Contact Person: One with whom the grievance can discuss the issue before filing a grievance. Be sure to find the contact person for your type of grievance.

Process Procedures

1. Discuss the issue with the principal. It may be easily resolved at this level.
2. If circumstances prevent using #1 or if your complaint is not resolved within 5 school days, you may file a grievance. The grievance must be in writing and on the Student Grievance Form. Student Grievance Form can be obtained from the school office or downloaded from the ASD website at **www.asdk12.org**.
3. Complete the student grievance form and forward it to the principal/designee. Be sure to state the exact problem and what you want to happen.
4. Grievances must be initiated within five (5) school days of the alleged act and will be concluded within 20 school days except for gender equity grievances.
5. Gender equity (Title IX) grievances can be filed within 30 days of the alleged act and will be concluded within 5 school days of the complaint date. Follow the timelines in the student handbook for all other grievances
6. Based on the nature of the grievance, the involved staff member and student must confer for the purpose of attempting to solve the problem. All parties must agree to the meeting. The principal/designee shall schedule a conference with the staff member, the student and the student's parent/guardian. This conference will be facilitated by the principal/designee.
7. If resolution is not acceptable to the grievant, the grievant may appeal in writing to the school's Grievance Committee within three (3) days. Check with your school administration to find out about your school's Grievance Committee.
8. The decision of the Grievance Committee will be rendered in writing to both parties and the administrator within five (5) school days of the date of the committee's final decision.
9. Either party may appeal the Grievance Committee's decision to the appropriate Executive Director.
10. For Title IX complaints that are not resolved at the school level, you may contact the EEO Director, who serves as the Title IX Coordinator, at the ASD Education Center, 5530 E. Northern Lights Blvd., Anchorage, AK 99504-3135, (907) 742-4132.

ASD HARASSMENT AND/OR DISCRIMINATION POLICY

The Anchorage School District affirms the right of all students and employees to pursue their education or occupation with dignity in a safe environment. Harassment and/or discrimination of employees and students will not be tolerated in the Anchorage School District. Anchorage School District includes school district facilities, school district premises and non-school property if the student or employee is at any school sponsored, school approved, or school related activity or function, such as field trips or social and athletic events where students are under the control of the school district or where the employee is engaged in school business.

It is prohibited to harass, discriminate against, or grant a discriminatory advantage based on race, creed, gender, national origin, age, marital status, political or religious beliefs, physical or mental conditions, family, social, or cultural background, or sexual orientation. Harassment and/or discrimination by board members, administrators, employees, parents, students, vendors, and others doing business with the school district is prohibited. Employees and students whose behavior is found to be in violation of this policy will be subject to discipline, up to and including discharge, suspension, or other appropriate action. Other individuals whose behavior is found to be in violation of this policy will be subject to appropriate sanctions as determined and imposed by the superintendent or board.

Sexual harassment shall include, but not be limited to, unwelcome sexual advances, requests for sexual favors, and other verbal or physical contact of a sexual nature when:

- submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or a student's education or other school status.
- submission to or rejection of such conduct by an individual is used

as the basis for employment or educational decisions affecting such individual; or
- such conduct has the purpose or effect of unreasonable interference with an individual's work performance, educational attainment, or creating an intimidating, hostile, or offensive working or school environment.

Disciplinary action can be taken against those individuals who are found to have made a false or frivolous accusation.

Employees who believe they have experienced an act of harassment and/or discrimination should report the matter immediately to their supervisors. Supervisors shall investigate the issue and advise the EEO Office. In addition, employees may also report the incident to the EEO Office directly, or to an outside agency, i.e., the Municipality of Anchorage Equal Rights Commission, an Ombudsman, the State of Alaska Human Rights Commission, the U.S. Equal Employment Opportunity Commission, or the Office for Civil Rights.

Students who believe they have experienced an act of harassment and/or discrimination should report the matter immediately to a staff member. The school principal or designee shall investigate the issue and advise the EEO Office. In addition, students may also report the incident to the EEO Office directly, or to an outside agency, i.e., the Municipality of Anchorage Equal Rights Commission, an Ombudsman, the State of Alaska Human Rights Commission, the U.S. Equal Employment Opportunity Commission, or the Office for Civil Rights.

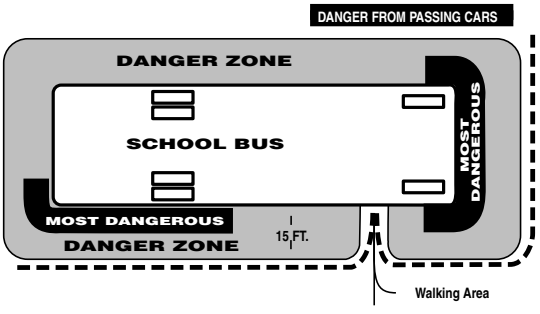
BUS RULES *PLEASE NOTE:* **RIDING THE SCHOOL BUS IS A PRIVILEGE NOT A RIGHT.**

ELIGIBILITY

Students who live more than a mile and a half from school, or must cross a designated hazardous road area, are provided bus transportation. Students who lotter into a school other than their home school must provide their own transportation to and from school, unless approved in writing by the transportation department.

ALL TIMES

1. Exercise good manners, caution and consideration for other people.
2. Follow the directions of the bus driver; his/her primary concern is for your safety.
3. Identify yourself upon request. State both your first name and last name when asked.
4. The driver may assign students a seat.
5. Students must not have anything in their possession that may cause injury to another.
6. Students eligible for transportation must use the bus stop closest to their home.
7. Students must ride their assigned bus unless presenting a note to the driver from their parent/guardian that has been initialed by the principal or his/her designee.
8. Proper classroom behavior is expected of all students while walking to and waiting for the bus.
9. Buses will shut their doors at departure time at school. No tardy students will be allowed to board while the buses are leaving. Students could be inured by buses departing the loading zone.
10. Stay out of the danger zone (15 feet from the bus in all directions)



WALKING TO THE BUS STOP AND WAITING FOR THE SCHOOL BUS

1. Respect private property. Do not litter or trespass.
2. Walk on the left side of the road facing traffic.
3. Be at your stop five minutes ahead of time. Your school bus driver has a schedule to keep.
4. Stay a safe distance from the roadway.
5. Students must cross the roadway only in front of the school bus when given the signal to do so by the school bus driver.
6. Be in line when the school bus approaches.
7. Wait to approach the bus until the bus has come to a complete stop — don't play or push others.
8. Let smaller children board first.
9. Students must use the same bus stop closest to their home, getting on and off the bus.

BOARDING THE SCHOOL BUS

1. Do not push, crowd or disturb others.
2. Always use the handrail and go up the steps one at a time.
3. Go directly to your seat and be seated.
4. Except for service animals, no animals of any kind are allowed on the bus.
5. Ice skates must have protective guards on the blades and be placed inside the backpack.
6. Skis, poles, hockey sticks, skateboards, scooters and other sharp edged objects will not be permitted on the school bus.
7. The following musical instruments will not be transported on a school bus: guitars, cellos, baritones, double basses, French horns, trombones, saxophones (tenor & baritone) and drums.

CONDUCT ON THE SCHOOL BUS

1. Keep the aisle and exits clear.
2. Place backpacks and other gear on your lap.
3. Remain seated until the bus has come to a complete stop and get off only at your regular bus stop.
4. Avoid loud talking, confusion or anything else that might distract the driver.
5. Never sit in the driver's seat or interfere with the driver in any manner.
6. Keep quiet near railroad tracks so the driver can listen for trains.
7. Keep head, arms and body inside the bus.
8. Do not throw objects inside the bus or out of the bus.
9. Eating and drinking is not allowed on the school bus. Chewing, using, or possessing alcohol, drugs or controlled substances or chewing gum on the bus is prohibited.
10. Windows may be opened two clicks only with the permission of the bus driver.
11. Refrain from defacing or damaging the bus and always assist in keeping it clean. Students will be expected to pay for any damage or vandalism of the bus, seats, or any other equipment.
12. All students must safely seated, facing forward, feet on the floor.
13. In general, all students riding a school bus will observe classroom conduct.
14. The emergency door and exit controls may be used only during supervised drills or actual emergencies.

GETTING OFF THE SCHOOL BUS

1. Remain seated until the bus has come to a complete stop and the door is open. Students may disembark only at their regular bus stop.
2. Use the handrail and take only one step at a time.

3. Remember, pushing or crowding could cause an accident.
4. After leaving the bus, go directly home or to your assigned place.
5. It is everyone's responsibility to demonstrate good citizenship by cooperating with your school bus driver at all times so that your parents and school district officials can depend upon safe, timely and efficient pupil transportation to and from school.
6. When students are off loading, if you are not getting off, DO NOT leave your assigned seat.

Sanctions for Bus Rule Violations

All students are expected to behave on the bus in a calm, quiet, safe manner and to abide by bus rules. Students who behave in an unruly and/or unsafe manner on the bus or at the bus stop may receive the following sanctions:

1st and subsequent offense: warning conference; parent notification; suspension of bus privileges; revocation of bus privileges; detention/ work detail; suspension,

Sanctions range from warning to suspension depending upon the severity. If any offense is sufficiently flagrant, the student's bus privilege may be revoked at that time for the remainder of the school year, and/or suspension from school at the discretion of the building administrator.

REMEMBER

1. Riding on the school bus is a **PRIVILEGE** and not a right.
2. If the pupil's conduct is such that the health, safety, comfort or well being of others is jeopardized, on or off the bus, a school district official may deny the privilege of riding the bus.
3. To ensure student safety on the bus no adults, other than school or public safety officials, are allowed to board the bus at school bus stops.
4. Have a safe, pleasant and enjoyable trip.

It is acceptable for a parent to utilize public transportation for their student(s). However, parents/guardians must put their decision in writing and the school will keep a copy on file. The parent/guardian should clearly state the start and end date their student will use the People Mover or any other mode of public transportation. Parents/guardians must also state they understand there is no supervision provided for their student while they are waiting to be picked up. The public transportation letter must be renewed each year. See Zone Exception/ Lottery form for conditions.

STUDENT SERVICES DIRECTORY INFORMATION

Student directory information may be released at the discretion of the school unless the principal or designee has been notified in writing by the student or parent/guardian that some or all of this information shall not be designated as directory information. Directory information includes: student name, address, email, year of birth, enrollment, dates of attendance, grade level, degrees and awards received, date of graduation, name of secondary school most recently attended, scholarship eligibility, participation in officially recognized activities and sports, and height and weight of members of interscholastic athletic teams. Federal law requires the Anchorage School District to provide military recruiters and post-secondary institutions with the name, address, school, student telephone number, and student email address of each high school student in grades 11-12 upon request. Parents who do not want this student information shared must notify ASD in writing by marking "No" on ASD's Release of Student Directory Information form and submitting this form to ASD.

School Counseling

Counselors are available to help students, parents/guardians, and teachers in the area of educational counseling. Their prime responsibility is to assist students and parents/guardians with educational and career planning—both immediate and future. Counselors may also act as referral agents to community services.

Student Identification Cards

Student I.D. cards will be provided by high schools upon enrollment. This card should be carried by the student at all times and is to be shown for identification upon request by any staff member.

It is to be used for withdrawing books from the school library, as an I.D. for school dances, athletic events, and school activities when so endorsed. Lending this card to anyone or failure to present it when requested by authorized personnel is a violation of school regulations and subjects the holder to disciplinary action. Report loss of I.D. card immediately to the principal's office.

Student Records

The school keeps on file records including academic achievement, test scores, disciplinary problems and other information required by the district and/or the State of Alaska rules and regulations. These records are available for inspection by the student and/or parent/guardian upon request if the student is under 18 years of age. If the student is 18 or over but financially dependent upon one parent/guardian, then the parent/ guardian will be afforded the same right of access. For students over 18 who are not dependent on parents or who are emancipated, records are available for inspection only with the approval of the student.

Student Records Transfer

No Child Left Behind requires all school districts to transfer information related to student suspensions and expulsions in addition to academic records when students transfer to any public or private elementary, middle, or high school. When transferring their students, parents do have the right to request a copy of the information that was disclosed to the new school.

Student Transcripts

Academic records for graduates are available from the registrar of the graduating high school for two years following graduation. Records may then be obtained from Student Records. Academic transcripts are maintained and released in compliance with the Family Educational Rights and Privacy Act (FERPA).

STUDENT TRAVEL

Trips or Excursions

When students are on a trip with a group representing a school from the district, they are to conduct themselves in a proper manner at all times and abide by all policies of the Anchorage School District. Failure to do this will result in the appropriate disciplinary action being taken by school officials.

Transportation

When transportation is provided, all participants will travel to and from the activity with the team unless the student is released by the principal or designee to the parent/guardian.

Students may not be housed in private homes when traveling outside the district as a member of an athletic team, cheerleader, or other student group representing the Anchorage schools. **Students may be**

housed in institutional settings, including but not necessarily limited to schools or churches as deemed appropriate by school administrators. Representatives of the Anchorage Schools will not furnish housing in private homes for students who are visiting Anchorage as members of athletic teams, cheerleaders or other student groups representing schools outside the district.

Out-of-District Student Travel

Out-of-District Student Travel Out-of-district student travel by any student or group of students, regardless of source of funding, which is either a School district academic or activity program, must have the approval of the Senior Director or designee as outlined in School Board Policy and defined in the Activities Handbook which is available in your school's Activity Office. The exceptions to this policy are (1) travel to ASAA state meets or (2) student travel to contiguous boroughs which does not require an overnight stay.

STUDENT SAFETY & EMERGENCY MANAGEMENT

The Anchorage School District is committed to ensuring a safe, secure, and supportive environment for all students and staff. To accomplish this, all schools follow the Standard Response Protocol (SRP) developed by The "I Love U Guys" Foundation. This approach standardizes emergency response actions across the District and allows students, staff, families, and emergency responders to work together using shared language and expectations.

Earthquake

When an earthquake shakes for a minute or two, the solid earth may pitch and roll like the deck of a ship. The motion is frightening but, unless it shakes something down on you, it is harmless. Stay calm and ride it out. Your chances are good if you know how to survive.

During the shaking, you should do the following:

Indoors

1. DROP to the ground.
2. COVER your head and neck with one hand and get under a desk or table.
3. HOLD ON to the desk or table leg so that the desk or table will stay over you.

Outdoors

- Stay away from buildings where there is danger of falling objects.
- Stay in the open, away from buildings and utility wires.
- If in a moving car, stop and remain inside.

Standard Response Protocols (SRPs)

The five primary Standard Response Protocol The five primary SRP actions—Hold, Secure, Lockdown, Evacuate, and Shelter—are practiced throughout the school year through drills and coordinated exercises. These actions are communicated clearly over the school intercom or public address (PA) system. Below is a brief description of each:

HOLD – Hold in your classroom or area. Clear the halls.

A Hold is used when hallways need to be cleared, such as during a medical emergency or another situation that requires keeping students in place but does not pose a direct threat. This announcement is made over the intercom: "Hold in your classroom. Clear the halls." During a Hold, students remain in their classrooms and continue with instruction, while staff close and secure hallway doors. Instruction continues as normal until the "All Clear" is given.

SECURE – Secure the perimeter. Get inside. Lock outside doors.

A Secure action is called when there is a potential threat or hazard outside the school building, such as police activity in the neighborhood or a wild animal nearby. The announcement will be: "Secure the building. Get inside. Lock outside doors." All exterior doors are secured and students and staff remain indoors. Instruction continues normally inside the building. No one is allowed in or out of the school until the situation is resolved and the "All Clear" is announced.

LOCKDOWN – Lockdown! Locks, lights, out of sight.

A Lockdown is initiated when there is an active threat inside the building, such as a dangerous intruder. The announcement will be: "Lockdown! Locks, lights, out of sight." Staff immediately lock classroom doors, turn off lights, move students out of the line of sight, and maintain silence. No one is permitted to enter or exit rooms until first responders give an "All Clear." Lockdown drills are conducted throughout the year to ensure familiarity with this procedure.

EVACUATE – Evacuate to [location].

An Evacuate is used when students and staff need to leave the building due to an internal threat such as fire, gas leak, or structural issue. The PA system will announce: "Evacuate to [designated location]." Staff lead students calmly and quietly to the specified evacuation site, leaving behind personal items and ensuring that all individuals are accounted for. Reunification procedures may be used if students cannot return to class.

SHELTER – Shelter for [hazard]. Using [safety strategy].

A Shelter directive is used when there is a threat that requires specific protective actions—such as severe weather, hazardous materials, or volcanic ash. The announcement will be: "Shelter for [type of hazard], using [method]." For example: "Shelter for earthquake, drop, cover, and hold." Staff guide students to take age-appropriate protective measures, such as taking cover under desks, sealing windows and doors, or moving to an interior room depending on the hazard.

Emergency Plans and Hazard Response

Each ASD school maintains a site-specific Emergency Action Plan (EAP) that outlines procedures for various emergencies and drills. This document is available for review at the school's main office. Additionally, the District maintains a comprehensive Emergency Operations Plan (EOP), which can be viewed through the Office of Emergency Management at **asdk12.org/oem**.

Rather than listing every potential emergency—such as power outages, earthquakes, or volcanic events—this handbook refers families to those plans for complete hazard-specific procedures and guidance.

Use of Metal Detectors

To support a safe and secure learning environment, the Anchorage School District may utilize walk-through and hand-held metal detectors at schools as part of its safety protocols. Random screenings will be conducted at middle and high schools throughout the school year. In addition, metal detectors may be used at any school—elementary, middle, or high—at the request of the principal or in response to a specific threat or safety concern.

Screenings are conducted in a respectful, non-invasive manner in accordance with District policy and applicable law. Students may be asked to walk through a metal detector or be scanned with a hand-held device. Participation in these screenings does not require individualized suspicion.

The use of metal detectors is one of several measures the District employs to prevent the introduction of weapons or other prohibited items on campus. For more information, please contact your school principal or visit the Office of Emergency Management at **asdk12.org/oem**.

Power Outage

If a power outage should occur during school hours and there is no other emergency, remain in school and await further instructions. Generally, the power will be restored in a short period of time and emergency lighting services can be provided.

Custody Disputes

School staff, including teachers, principals, counselors, nurses and others are sometimes asked by one parent to keep the other parent from coming to the school to see the student, from picking up the student after school, or from obtaining the student's school records.

Under Alaska laws, both parents have equal rights and access to their children and to participate in their child's education, ***unless there is a court order requiring something different***. It is the policy of the Anchorage School District that both parents are entitled to come to their child's school, to participate in their child's education, and to exercise all rights which parents have with their children.

The ASD and staff will not honor any request by one parent to keep the other parent from the student unless they are provided with a certified copy of a court order. The court order must clearly establish that the other parent is not allowed to have access to the student or is restricted or limited in some way in exercising parental rights over the student.

Lost and Found

All lost and found items of a personal nature (watches, rings, clothing, etc.) are held in the school office. Library materials are routed to the library and textbooks to department chairpersons. If you have lost an item, check at the appropriate place. If you have found an item, take it to the school office. Items turned into the office will be held for 30 school days and then will be given to one of the local charitable organizations.

Lunch Time Student Attendance

High school campus is closed during class time and open during lunch. Students who leave campus by automobile are legally responsible for themselves and persons they transport from or to campus.

Immunizations

Immunization requirements can be found at **www.asdk12.org/healthservices/immunizations**. If there are medical or religious reasons a child cannot be vaccinated, call the school nurse for further information.

Alaska state law requires all school children to be immunized in order to enroll in school. ASD follows the state's strict requirement of "No Shots, No School" and requires proof of immunization at enrollment. By law, a student is not allowed to attend classes unless they are compliant with immunizations.

Medication

No medication shall be administered without proper written consent/permission by the parent/guardian and/or physician. The school nurse will provide you with the proper form for the type of medication. All medications must be brought to the nurse in their original container, labeled with the students' name and accompanied by the proper form. All medications must be delivered to the nurse by the parent/guardian unless approved by the nurse or school administration. *Students are prohibited from carrying any medications on school grounds except for certain emergency medications by prearrangement with the nurse and physician.* The school nurse will dispense all prescription and non-prescription medications. If the nurse is absent or not available, a responsible trained alternate may dispense as allowed by the Alaska Nurse Practice Act. Certain medications may not be delegated and alternate accommodations will be arranged. Medication administration is dependent upon the nurse's discretion and observation of possible adverse reactions or interactions and may be referred to the physician as needed to insure the safety of the student during school hours. **Expired medications and/or medical supplies will not be used by ASD; parent/guardian must supply current medications and supplies at all times.** Please be sure to provide the school with a current Epinephrine auto-injector (epipen) or inhaler for any school field trip. Homeopathic and herbal medications will not be given at school due to prohibition by the Alaska Nurse Practice Act. Medication forms are available from your doctor, the school office or online at the ASD website under Health Services.

Nurse

Students becoming ill during the school day must report to the nurse. If it is necessary to go home or to a doctor, the nurse will inform the parent/guardian and the student will be released from school. (If you have any questions regarding your health, feel free to see the school nurse.) Students leaving due to illness without properly checking out will be counted as truant from those classes missed. School nurses also conduct height, weight, vision, and hearing screening in certain grades as required by state law or board policy, or if there is reason to suspect a problem.

Accidental injuries at school are given first aid by the school nurse, or in his/her absence, by a trained staff member. Parents will be informed and advised if further medical care is needed.

In a life-threatening emergency, or when it is unsafe for a parents to transport a child for further treatment, the paramedics will be called. Any child displaying signs or symptoms of an untreated communicable disease are generally recognized as contagious and will be excluded from school until signs and symptoms abate. The student may return to school by request of the student's physician, Municipal Health Department or the Alaska Division of Public Health, Section of Epidemiology.

Parents are encouraged to contact their school nurse and review their child's special health concerns.

Immunizations

Immunization requirements can be found at **www.asdk12.org/healthservices/immunizations**. If there are medical or religious reasons a child cannot be vaccinated, call the school nurse for further information.

Physical Examination

Physical exams are no longer required for school entry.

Tuberculin Skin Testing

Tuberculosis risk assessments are no longer required or performed at ASD.

School Crisis Plan

Each school team has developed a crisis plan which is updated annually and is designed to address sudden, traumatic events which effect that school community. Such events might include, but are not limited to: death of a student or staff member, situations which would require a building lockdown or evacuation, or an emergency condition not covered in other drill procedures. Each Crisis Plan is written to reflect the particular needs of that school's population, is designed around the conditions and resources of the individual school, and is available for inspection. Contact the school principal or designee.

School Lockers

Lockers are available to students and assigned at the beginning of the school year. Lockers must be kept locked at all times and the combination of your locker must remain personal. Damage to the locker or lock may be charged against the student to whom the locker is assigned. As lockers are the property of the school, they may be examined by school officials as established in the Student Rights and Responsibility document.

Student Accidents

Any accident on school property or buses, must be reported to the school immediately. **The Anchorage School District DOES NOT carry insurance to cover student injuries, and DOES NOT assume responsibility for associated costs.** Families may voluntarily "**pur-**

chase" student accident/sickness insurance coverage to expand or supplement their personal insurance. Contact your school for details.

Student Dress

Apparel, jewelry, accessories or grooming which implies or indicates that a person is a member of a prohibited group or a gang is prohibited at school or at school activities. Student attire must be clean, not hazardous to the safety of themselves or others, and shall not detract from the required educational environment. Students should check the dress guidelines for their school.

Student Injuries and Insurance

Whenever an accident or illness occurs and is of a serious nature, we do everything within our power to contact parents. If we cannot locate you, we will notify your emergency contact or the doctor if you have one listed. In case of a minor illness, we will evaluate the situation, provide assistance to the student and notify the parent if the student becomes worse. Under no circumstances will we send a student home during the day unless the parent or person listed as the emergency contact comes to the school to pick up the student. PLEASE KEEP ALL TELEPHONE NUMBERS CURRENT. Notify the school in writing if you will be out of town and your student will be temporarily staying with a friend or relative. Again, students can be released only to parents or those designated by parents in writing. We recommend that you provide your friend or relative a notarized statement to authorize necessary emergency medical treatment.

THE ANCHORAGE SCHOOL DISTRICT DOES NOT CARRY ACCIDENT OR MEDICAL INSURANCE FOR STUDENTS. This means that you are responsible for the medical bills if your child gets hurt during school activities. In an effort to provide you with affordable, effective accident/health insurance, the District does provide information about affordable options for coverage for students. Insurance plans for students are available through Myers-Stevens & Toohey & Co. **https://apps.asdk12.org/forms/uploads/Student_Accident_and_Sickness_Coverage.pdf** Call 800-827-4695 or visit **www.asdk12.org** for more information.

Student Parking

Students driving to school and parking on school grounds must register with school and obtain a parking permit. Parking permits are $55.00 per semester. Vehicles parked on school grounds without parking permits are subject to fines and may be towed at the expense of the owner of the vehicle. Visitors to campus must obtain a visitor parking permit from the office. Students may lose their parking privilege for a violation of State, Local, ASD, or Student policy.

Victims' Rights

One provision of No Child Left Behind is called the Unsafe Schools Choice Option. Under this portion of the law, students who become victims of a violent crime while on school grounds have the right to request a transfer to one of two schools indicated by the district. The district, however, is not required to provide transportation. If such an incident occurs, and the school's investigation shows that a student is a victim of a violent crime as defined by the law, parents will receive notification and information regarding the transfer application process.

TITLE IX

"No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational programs or activity receiving federal financial assistance".

From the preamble to Title IX of the Education Amendment of 1972 the school board is committed to an environment of nondiscrimination on the basis of race, color, religion, sex, age, national origin, economic status, union affiliation, disability, and other human differences. No person shall be excluded from participation in, or denied the benefits of, any academic or extracurricular program or educational opportunity offered service offered by the district. The district will comply with the applicable statutes, regulations, and executive orders adopted by federal, state, and municipal agencies. Title IX applies to all programs in a school (including academics, extracurricular, and athletics) that receives federal financial assistance. It protects all participants in the academic program from gender discrimination including parents, students and employees. If a school becomes aware of equal opportunity violations or sexual harassment, the school will take appropriate actions to investigate the situation. For more information on the student grievance process speak with your principal and/or follow the Student Grievance Process in this handbook. For more information on Title IX or to report any civil rights violation or Title IX violation, contact the EEO Director, who serves as the Title IX Coordinator, at the ASD Education Center, 5530 E. Northern Lights Blvd, Anchorage, AK 99504-3135 (907) 742-4132.

Concerns may also be reported to any of the following external agencies: Alaska State Commission for Human Rights, Anchorage Equal Rights Commission, Department of Education and/or the Office of Civil Rights. ***Updated 6/2010***

PARENT INVOLVEMENT

Parents play a critical role in the education of their children. Parental involvement in its various forms positively impacts student achievement. The Anchorage School District is committed to continuing strong partnerships with parents in the education of their children. The No Child Left Behind Act acknowledges the importance of parental involvement as well and requires that schools provide parents with a copy of the district's school board policy on parental involvement. Our policy is below. If you have any questions on or suggestions for how parents can be involved, please don't hesitate to contact the principal.

Parent Involvement

Given the key role of parents in promoting effective schooling, the Anchorage School District administration will assist schools in developing comprehensive, continuing programs of parent involvement at all grade levels. The district will provide welcoming opportunities for parent participation in resolving concerns. The major goal is to promote greater student success in all curricular areas by making schools and parents more productive partners in their children's education. To support the mission of Anchorage schools to educate all students for success in life, schools and parents must work as knowledgeable, respectful partners.

A. Definition

The term "parental involvement" means the participation of parents in regular, two-way meaningful communication involving student academic learning and other school activities, including providing opportunities and support for the following:

1. That parents play an important role in supporting their child's learning and the overall educational program and environment of the school;
2. That parents are encouraged to be actively involved in their child's education at school and at home; and

3. That parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child. The district shall provide full opportunities for the participation of all parents, including those with limited English proficiency, parents with disabilities, and parents of migratory children.

B. Planning

As part of their annual improvement planning, schools and the district, with the involvement of parents, will develop and evaluate comprehensive plans for parent involvement. These plans should be designed to detail ways in which the district or school will:

1. Involve parents in developing district or school improvement plans
2. Offer technical assistance and coordination to help schools plan parent involvement activities to improve student and school academic performance
3. Build school and parent capacities for strong parent involvement
4. Coordinate and integrate parent involvement strategies with other programs
5. Annually evaluate with parents the effectiveness of the policy as implemented in each school and the district in achieving academic improvement. The evaluation must include identification of barriers to parent involvement, especially barriers to parents who are economically disadvantaged, disabled, have limited English proficiency, have limited literacy, or belong to a racial or ethnic minority.

C. School and District Responsibilities

1. Help parents understand state and local assessment of their children's progress and how to monitor progress and work with educators
2. Provide parents with materials and training to improve their children's achievement, such as literacy training, use of technology, and enhancing parenting skills
3. Educate teachers, administrators, and other school staff about the value of and methods of reaching out to parents as equal partners
4. To the extent practicable, ensure that information about school and parent programs is in a format and language parents can understand.

D. District Support

The District will support schools and programs in their efforts by doing the following:

1. Publicizing its commitment to parent involvement in the public schools
2. Identifying promising programs and practices related to parent involvement.
3. Targeting funds for the development of programs, demonstration projects, and evaluations
4. Providing technical assistance and support to develop effective parent involvement programs by doing the following:
   a. Sharing information and research on parent involvement and effective practices;
   b. Developing in-service education programs on cultural awareness and parent involvement for teachers, administrators, and parents that will assist in meeting the individual needs of diverse cultural and linguistic populations; and
   c. Working with colleges and universities that train teachers and administrators to develop effective pre-service programs in school and family connections.
5. Complying with state and federal parent involvement requirements; and
6. Providing ongoing follow-up and evaluation of the parent involvement efforts as required
7. The superintendent or designee will develop a method for measuring and reporting the results of each school's annual evaluation.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

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

1. The right to inspect and review the student's education records within 45 days of the day the school receives a request for access. Parents or eligible students should submit to the school principal [or appropriate school official] a written request that identifies the record(s) they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected. A copying fee will be charged in the amount of $0.35 per page if copies are desired.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask the school to amend a record that they believe is inaccurate or misleading. They should write the school principal [or appropriate official], clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the school has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); a contractor, consultant, or other outside party to whom the District has outsourced services or functions that it would otherwise use employees to perform, provided that the outside party is under the direct control of the District with respect to use and maintenance of education records and subject to the same conditions governing use and disclosure of those records, or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.
   a. Upon request, the school discloses education records without consent to officials of another school district or post-secondary institution in which a student is enrolled or seeks to enroll.
   b. Additionally, by September 15 of each year, the district will provide to the University of Alaska a list of names and addresses of students in the graduating class who meet scholarship eligibility requirements for each scholarship program.
   c. Also, on or after October 1 of each year, as required by law, the district will provide to the military names, addresses, and telephone listings of juniors and seniors in high school.
   d. Release of a student's name to the University of Alaska or to military recruiters will not be made if the parent or eligible student objects. A parent's objection should be made in writing to the school principal using the Release and Disclosure of Directory Information Form.
   e. State law requires ASD to provide information about the eligibility of high school seniors for the Alaska Performance Scholarships. In addition to contact information, eligibility criteria disclosed to the State of Alaska includes scholarship eligibility level, grade point average, standardized test scores, course completion, and current enrollment status. This reporting is mandatory and occurs after graduation. The eligibility, or ineligibility, of all high school seniors will be disclosed to the State of Alaska.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

   Family Policy Compliance Office
   U.S. Department of Education
   400 Maryland Avenue, SW
   Washington, DC 20202-5920
   (202) 260-3887

Section II
Statement of Rights and Responsibilities

The Statement of Rights and Responsibilities are designed to protect all members of the school community and the Anchorage School District in the exercise of their rights and duties. They must be implemented consistent with state and federal law.

Note: Students with disabilities refers to both students with identified disabilities and students with suspected disabilities. A student with suspected disabilities may assert the rights and protections of a student with identified disabilities. The circumstances under which a student will be deemed to be a student with suspected disabilities and the additional rights and protections under state and federal law provided to a student with disabilities are summarized in Appendix A-1.

Preamble

The Anchorage School District is committed to creating a consistent, positive, predictable, and safe place for every individual to learn and grow. This enables all students to develop the skills necessary to be ready for college career, and life.

This policy and the rules and regulations of each school are the laws of that school community. Students, parents and staff all have responsibilities as members of a school community. Each must, to the extent consistent with state and federal law, do the following:

1. Respect and follow the laws of the school community;
2. Respect the rights of other members of that community; and
3. Help meet educational goals through cooperation.

Disciplinary action can range from an verbal warning to expulsion. The ASD will try to apply discipline that is progressive in most situations. However, the disciplinary action applied in any particular case will depend upon the specific circumstances, and ASD reserves the right to apply whatever disciplinary action is appropriate in each case. The appropriate level of discipline requires professional judgment and should be based on an individualized evaluation of the conduct and the student involved. The factors that may be considered include, but are not limited to the following:

1. The potential for harm;
2. The student's prior disciplinary record; or lack of any prior offense;
3. Discipline imposed on others in similar situations;
4. Maintaining an appropriate educational environment;
5. Other relevant factors or circumstances; and
6. For students with disabilities the determination as to whether disciplinary action or another consequence is the appropriate corrective action must be consistent with Appendix A-1 and state and federal law.

Due Process

Every student has a right to due process. Discipline should be fair and reasonable. Before any disciplinary action is taken, a student will be given "due process," which is an opportunity to do the following:

1. Find out what the school thinks the student did wrong;
2. Present the student's side of the story.
3. A student with a disability is entitled to the same opportunity as described in Par. 2, with the provision for reasonable accommodations consistent with the child's IEP or 504 plan and the rights and protections pursuant to the IDEA or Section 504.

Non-Discrimination

This Statement of Rights and Responsibilities will be enforced fairly and uniformly without regard to race, ethnicity, national origin, religion, sex or gender, sexual orientation, or disability.

Jurisdiction

The following rules apply on school grounds, at school activities on and off school grounds, on school buses, and at school bus stops. These rules also apply to acts that:

1. Begin on school grounds and end off school grounds; or
2. Begin off school grounds and continue on school grounds;
3. Pose a likelihood of disruption of education or conduct at the school; or
4. Occur when the student is on the way to school or leaving school.

In addition, students may be disciplined for behavior on or off school grounds that takes place at any time if the behavior clearly has negative consequences for the welfare, safety, or morals of other students or a person employed or volunteering at the school. The District should not exercise this jurisdiction with respect to conduct that has little or no actual or likely impact on the school community.

Note: AS 14.30.045. (Revised 6/14/99)

Rights, Responsibilities and Limitations

A student who engages in any prohibited conduct or fails to abide by any requirement of this Statement of Rights and Responsibilities shall be subject to appropriate corrective action which can range from a verbal warning to expulsion. No system of rules can provide for every situation, and the District may prohibit and discipline other offenses not specifically listed that interfere with the education, safety, welfare, or morals of students, employees, or volunteers. .

Students Experiencing Disabilities

Students with disabilities are expected to follow the standards of behavior as described in this Statement of Rights and Responsibilities unless their IEP/504 plans (or behavior intervention plans) provide otherwise. Whether the corrective action for a student with disabilities who is found to have violated these standards of behaviors is discipline or some other consequence must be determined in accordance with the provisions of Appendix A-1. A copy of the additional rights of students with disabilities set forth in the Notice of Procedural Safeguards and 504 policy is available from the Anchorage School District Special Education Department or the school principal.

A. Student Behavior/Prohibited Conduct

1. **Academic Dishonesty** Intentionally using another person's work as their own, or engaging in unauthorized use of material, information, notes, study aides, technology, **including the use of Artificial Intelligence (AI)**, technology devices or communication during an academic exercise is prohibited. Students may not make, alter or possess a document that the student knows to be false or forged. Students may not claim the work of others, including AI, as their own.
2. **Arson/Fire** Damaging or attempting to damage property by the setting of fire, the causing of an explosion, or trying to start a fire or explosion is prohibited.
3. **Assault** Intentionally or recklessly causing or threatening physical injury to another person is assault and is prohibited. A student who assaults a staff member will usually be placed on emergency suspension and be recommended for expulsion.
4. **Attendance** Anchorage School District values daily attendance by all students which contributes to their academic, social and emotional success. Students enrolled in the Anchorage School District must attend school every day as required by municipal and state law as well as School Board Policy. Student failure to attend a regularly scheduled class without being officially excused is prohibited. Families should contact the school as soon as possible when an absence must occur.
5. **Before and After School Restrictions** A student must not remain

on school grounds before or after the regular school day unless the student is directly involved in a supervised, approved school activity. Students must arrive at school and be picked up from school at times established by the principal. Students who are on school property at an unauthorized time may be disciplined for trespass. Outside school hours, school grounds are available for public use when not in use for school activities or under a Facilities Use Permit. However, the principal may close school grounds for a reasonable period before and after school.

6. **Bullying and Harassment** The Anchorage School District affirms the right of all students and employees to pursue their education or occupation with dignity in a safe environment. It is the policy of the District to maintain learning and working environments that are free from discrimination, harassment, hazing, and related violence. The learning environment in District schools must be structured to reflect diverse cultural traditions and their contributions. The District will not tolerate any behaviors that ridicule, harass, intimidate, or otherwise threaten or discriminate against students, staff, or community members. The District will investigate all complaints of discrimination or harassment regardless of whether the complaint is formal or informal, verbal or written. The District will discipline any student or employee who discriminates against or harasses a student, employee, or community member. A false or frivolous accusation made under this policy may result in disciplinary action against the accuser.

   a. **Bullying and Harassment Defined**

      Bullying: Unwanted, negative interactions by a student (or group of students) that involve an actual or perceived power imbalance and are repeated or highly likely to be repeated is prohibited. Bullying can be physical, verbal or social/relational in nature. Harassment: The intentional behavior by a student (or group of students) that is disturbing or threatening to another student is prohibited. Harassment may be related to, but not limited to, sex, gender identify, race, religious orientation, sexual orientation, cultural background, economic status, size or personal appearance. Harassing behaviors can be direct or indirect.

      Examples of violations of bullying and harassment policy may include but are not limited to the following:

      (1) Making demeaning remarks directly or indirectly, such as name-calling, racial slurs or "jokes"; or
      (2) Physically threatening or harming an individual; or
      (3) (displaying discriminatory or harassing visual or written materials; or
      (4) Defacing, damaging, or destroying property or materials; or
      (5) Performing any other act that is clearly discriminatory or harassing in nature; because of a person's race, creed, sex or gender, national origin, age, marital status, political or religious beliefs, physical or mental disabilities, family, social, or cultural background, or sexual orientation.

      Sexual Harassment: Sexual harassment consists of unwelcome sexual conduct, including advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature when:

      (1) Submission to that conduct or communication is made a term or condition, either expressed or implied, of obtaining or retaining employment or of obtaining an education; or
      (2) Submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting an individual's employment, education, grades, or participation in any school activities; or
      (3) That conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual's employment or education, or creating an intimidating, hostile or offensive employment or education environment.

      Examples of sexual harassment include, but are not limited to, the following:

      (1) Sexually oriented verbal harassment or abuse;
      (2) Subtle pressure for sexual activity;
      (3) Sexually inappropriate patting or pinching;
      (4) Intentional brushing against a student's or employee's or community member's body;
      (5) Demanding sexual favors accompanied by implied or overt threats concerning an individual's employment or educational status;
      (6) Any sexually motivated unwelcome touching; or
      (7) Sexual violence that is a physical act of aggression that includes a sexual act or sexual purpose.

      Disability Related Harassment: Disability related harassment consists of any harassment (as defined above under Item 11.a directed toward a person with a disability).

   b. **Cyberbullying**

      An act of cyberbullying is prohibited and will result in disciplinary action. Cyberbullying encompasses any of the already prohibited actions – such as bullying, discrimination, or harassment – accomplished through electronic means. "Electronic means" include, but are not limited to, information and communication technologies such as email, voice mail, cell phone and pager text messages, instant messaging (IM), personal websites, Weblogs, and online personal polling websites.

      Examples of cyberbullying include:

      (1) Posting slurs or rumors or other disparaging remarks about a student or staff member on any website or Weblog;
      (2) Sending email or instant messages that are harassing or threatening;
      (3) Taking and sending an unauthorized and unwanted photograph of a student or staff member.

      The District will discipline a student the district determines has engaged in cyberbullying that takes place on school grounds, at any school-sponsored activity, on school-provided transportation or at any official school bus stop, through the use of the District internet system or on any District equipment, or at any time off-campus if the cyberbullying causes or threatens to cause a substantial and material disruption at school or interference with a student's education or security.

   c. **Reporting Procedures**

      Students who believe they have experienced an act of harassment or discrimination by another student, employee, or community member should report the matter immediately to a staff member. The school principal or designee shall investigate the issue and advise the Equal Employment Opportunity (EEO) Office. In addition, students may also report the incident to the EEO Office directly and may also report the incident to an outside agency, e.g., the Municipality of Anchorage Equal Rights Commission, the Office of the Ombudsman, the Alaska State Commission for Human Rights, the U.S. Equal Employment Opportunity Commission, or the United States Office for Civil Rights.

(Bullying & Harassment Section Revised 7/15/24)

7. **Cell Phones/Electronic Communication Devices (Technology Violation)**

   The School Board recognizes that many students possess and use cell phones and other electronic communication devices (ECDs). ECDs include, and are not limited to, the following: cell phones, smartphones, music players, gaming devices, smart watches, earbuds, and other wearable technologies, etc.

   Student access to ECDs should vary by age and school level, as these tools become more essential for performing adult tasks as students progress through school. Elementary and middle school students are not permitted to access ECDs during the school day,

but may do so before or after school hours. High school students are not permitted to access ECDs during class time, but may do so during passing periods and at lunch.

For all ASD students, when ECD use is prohibited, all devices will be put away and not visible and will be either turned off or the ability to receive and transmit data will be disabled. Administrators may require ECD to be placed in a secure location such as a student locker or other specified location within the school. ECDs may be approved on a case-by-case basis for student use during the school day by the building administrator when required as an approved medical device or for specific academic needs such as those documented in an IEP, 504, or for language translation support. Please see the Bring Your Own Devices (BYOD) Guidelines in Section 1 of the Student Handbook for more information regarding the use of electronic devices for academic purposes.

Conditions of Use:

Depending upon grade level, the principal may establish, and school personnel may enforce, additional guidelines limiting or prohibiting the possession and use of ECDs as appropriate to campus needs. No student may use a cellular phone or ECDs in a manner that interferes with or is disruptive of other student's instructional time.During school and school sponsored activities, students will comply with this policy and with administrative and staff member directives regarding use. Students are required to turn ECDs over to school personnel when requested. Students who refuse to do so are subject to disciplinary action.

The contents of any ECD may be searched to determine ownership, to identify emergency contacts, or upon reasonable suspicion that a school or District rule or the law has been violated. An ECD that has been confiscated by the District and not turned over to law enforcement will be released/returned to the parent/guardian when no longer necessary for investigation or disciplinary proceedings. As appropriate, the ECD may be returned directly to the student. The District assumes no responsibility for loss or damage to personal property of students, including ECDs, whether in the possession of students or if confiscated by school personnel pursuant to this policy. Administrative Regulations shall be developed to promote the safe storage of confiscated ECDs.

Prohibited Conduct:

Possession of an ECD by students is a privilege. This privilege will be forfeited by any student who fails to abide by the terms of this policy, or otherwise engages in misuse of the device so as to violate the law or any other school or District rule. In addition to those conduct rules set forth elsewhere, the following actions are strictly prohibited and may result in disciplinary action:

1. Accessing and/or viewing an Internet site that is otherwise blocked to students at school.
2. Sending an e-mail, text message or other communication that harasses, intimidates, threatens, bullies, or discriminates against another individual.
3. Taking, sending, generating, downloading or uploading a harassing, threatening, or inappropriate photograph and/or video of anyone.
4. Using an ECD or camera to take photos and/or video in a restroom, dressing room, or locker room, or to take a photo and/or video of any person who has requested that you not do so.
5. Using an ECD to record, capture and/or share the content of tests, assessments, homework, or class work without express prior permission from the instructor.
6. Hacking or intentionally obtaining, accessing, or modifying files, passwords, or data belonging to others.

(Cell Phones/ECDs Section Revised 6/08, 5/15, 6/17, 7/25)

8. **Criminal Acts** The commission of, or participation in, any criminal activity is prohibited. Criminal acts are defined in detail under the laws of the State of Alaska. The District may take disciplinary action regardless of whether or not criminal charges or prosecution result from the act. The District may find a violation of District policy and is not bound by the criminal elements of a specific crime as identified in state law.

Note: AS 14.30.045(5)

9. **Defiance or Non-Compliance** The Anchorage School District must provide a positive, safe learning environment for all students. Students must comply with adult/staff instructions in order to support this. Continued or repeated refusal to follow directions or otherwise not complying with adult/staff instructions is prohibited. In order to ensure all staff can keep students safe, students in school buildings, on school grounds or at school-sponsored events must, upon request, identify themselves accurately to school district personnel or their designee. Student failure to provide their correct name, address and family contact information upon request is prohibited.
10. **Disruption** In order to ensure a safe and effective learning environment for all students, a student creating a substantial interruption to instruction or school activity is prohibited. Use of electronic devices, toys or personal items that interfere with learning is prohibited. Schools may apply additional restrictions on toys, game equipment or any other items to prevent disruption of learning or school activities. School lockers are not secure to store electronics items or valuable personal items. Students who bring these items to school do so at their own risk.
11. **Drugs and Alcohol**
    a. The actual or attempted sale, distribution, use, or possession of alcohol, prohibited drugs or inhalants, drug paraphernalia, substances that are designed to look or act like prohibited drugs or alcohol, or substances purported to be prohibited drugs or alcohol, while the student is under the jurisdiction of the District is prohibited. Students who sell, attempt to sell, or use these substances or paraphernalia off school grounds and who then arrive at or return to school or school-sponsored activities will be subject to suspension and/or alternative placement.
    b. Prohibited drugs defined:
        1. Illegal drugs, which includes any drug or chemical substance, the use, sale, or possession of which is prohibited under any local, state, or federal law; or any drug or chemical substance that can be legally obtained but which has been obtained through illegal means.
        2. Alternatives to illegal drugs such as designer or synthetic drugs, whether or not prohibited by law, which include, but are not limited to: herbal or plant products with properties that impair, restrict or alter normal cognitive function (such as salvia); herbal or chemical products containing synthetic marijuana (such as CBD, K2 or Spice) or synthetic cocaine or methamphetamine (such as bath salts); and any substance purported to, designed to, or which does impair, restrict, or alter normal cognitive function when absorbed, ingested, injected, or inhaled.
        3. Prescription drugs that are not legally obtained or prescribed, are not being used for the prescribed purpose, are being used in excess of the prescribed amount, are being used by other than the person to whom prescribed, or are being sold, traded or distributed.

Note: Whether the corrective action for students with disabilities for drug or alcohol violations is discipline or some other consequence, must be determined in accordance with the provisions of Appendix A-1 rather than the procedures set forth below.

Cumulative Nature of Violations: a violation of the District's policy on Drugs and Alcohol will constitute a prior offense that will carry over from year to year and will subject the student to great discipline for a later violation.

Sanction s:

(1) First offense for use or possession:
   (a) Five (5) days suspension from school.
   (b) Referral to complete Substance Awareness and Prevention Course. Students may reduce their suspension by up to Two (2) days by meeting specific criteria for the program.
   (c) Required parent/guardian and student conference with the school principal or designee prior to readmission to school

(2) Second offense for use or possession:
   (a) Ten (10) days suspension from school.
   (b) Referral to the Drug/Alcohol Suspension Program. Students may reduce their suspension by up to Five (5) days by meeting specific criteria for the program.
   (c) Required parent/guardian and student conference with the school principal or designee prior to readmission to school

(3) Third or subsequent offense for use or possession:
   (a) A violation occurring within the span of two full school years after the year a previous violation occurs will result in a placement to an alternative learning center.
   (b) A violation occurring more than two full school years after the year in which a prior offense occurred will be disciplined as a first offense.
   (c) A school year is defined as July 1 to June 30.
   (d) Any offense for the sale, attempted sale or distribution of prohibited substances will result in a placement to an alternative learning center.

(4) Use or possession of over-the-counter drugs, prescription drugs prescribed to that student, vitamins, and other nutritional supplements is subject to control by the District. Such items must be turned over to the school nurse or designated staff person and used only under school supervision. Asthma inhalers and auto-injectable epinephrine may be kept and used by students with permission from the principal following submission of required documentation for the self-administration of medication. This documentation, and procedures for its completion, are available at the school office and must be submitted each school year. By law, the District is not liable for accidents, injuries, illness, or death related to the self-administration of medication by a student. Violations of this paragraph are subject to disciplinary action and may be subject to the cumulative violation policies described above. Disciplinary action may not limit or restrict a student's immediate access to a prescribed asthma inhaler or auto-injectable epinephrine. *(Revised 8/18/14)*

(5) The District may also refer any use, possession, or sale of drugs or alcohol, or any attempt, to the police.

Note: AS 14.30.141

12. **Failure to Identify Self (Defiance or Non-compliance)** All students in school buildings, on school grounds, or at school-sponsored events must, upon request, identify themselves to school district personnel or their designee. Student failure to provide his or her correct name, address, and parent contact number upon such request is prohibited.
13. **False Alarm** Activating or raising a false alarm, tampering with the fire alarm system, or knowingly making a false report of fire or other emergency is prohibited.
14. **Fighting** Mutual participation in physical aggression/violence is prohibited. (See also Assault and Physical Aggression) Fighting and physical violence, which include any instigation or starting of violence or actual violence in which striking, kicking, shoving, pushing, and /or any other physical contact of a violent nature is used against another person are prohibited. When two or more students are involved in any verbal or physical fight or altercation, all parties may be subject to suspension or expulsion.

Note: Whether the corrective action for students with disabilities for serious bodily injury is discipline or some other consequence, must be determined in accordance with the provisions of Appendix A-1 rather than the procedures set forth below.

Active participation in a fight, beyond self-defense as defined below, may result in suspension even if it can be shown that a different person started the fight.

Self Defense: A student may claim self-defense only if the student acted under a reasonable belief that action taken by the student to protect him or herself was necessary to avoid injury, and other alternatives, including means of assistance or retreat, were not reasonably available. The student must use the minimum force necessary to escape injury. A claim of self-defense may be rejected if the force used in the alleged self-defense is disproportionate to the force used by the other person. A student who started the fight or altercation or who inappropriately provoked the other student's conduct may not claim self-defense.

Intervention: Physical intervention to stop a fight generally increases the risk of injury and is strongly discouraged. An intervener who participates in a fight is subject to long-term suspension or expulsion.

15. **Fireworks/Explosives** The possession or use of fireworks, explosives and/or incendiary devices on school property is prohibited.
16. **Inappropriate Display of Affection** Inappropriate, consensual verbal and/or physical gestures or signs of affection are prohibited. School may define and teach students what is acceptable and appropriate aligned with developmental stages.
17. **Inappropriate Sexual Behavior** Inappropriate sexual behaviors are prohibited. The possession and/or display of pornography, and/or indecent exposure is prohibited.
18. **Internet/Email or Network/Computer Misuse (Technology Violation)** Students are required to use school computers, school or district networks, and the internet system in an appropriate manner. Inappropriate use of computers, school or district networks, internet, email, ASD equipment used in ASD facilities, or at/for ASD events, is prohibited. Inappropriate use may include, but is not limited to, the following:
    - Accessing, sending or displaying offensive messages or pictures
    - Using obscene language
    - Harassing, demeaning, defaming, insulting, threatening or attacking others
    - Violating copyright laws
    - Using another's password, impersonating another person
    - Trespassing in another's folders, work or files
    - Deliberately damaging hardware or software
    - Employing the ASD or school network for commercial purposes
    - Using district computers for illegal activities
    - Plagiarism (claiming work done by someone else as one's own)
    - Recording others participating in a prohibited activity (Ex. fighting)

    Violations may result in a loss of computer, network, and email privileges, withdrawal from or failing computer-related class(es), as well as other disciplinary or legal action including recommendation for suspension and/or expulsion. Schools may define appropriate use of technology and have school specific guidelines that students must follow.
19. **Inappropriate Location or Out of Bounds Area** To maintain a safe learning environment, all students must stay within the designated learning or activity area. Leaving an area or classroom without a staff's permission and knowledge is unsafe and is prohibited.
20. **Inappropriate or Abusive Language** Students are responsible for using language that contributes to a positive, safe and productive learning environment for all. Harmful verbal or written language/messages that are disruptive to the learning environment or school community are prohibited.

21. **Lying or False Information** Students must be truthful and honest with school staff. Students may not provide an untrue message which violates rules or knowingly provide partial, inaccurate, misleading or no information to staff when asked. Students may not claim to be someone else with the intent to deceive school personnel, other students or members of the community in connection with any school district activity or function.
22. **Physical Aggression** Intentional physical contact where injury may occur is prohibited.
23. **Prohibited Organizations and Groups**
    a. Groups that start, advocate, or promote activities that threaten the safety or well being of persons or property at school or at school activities and/or are determined to be detrimental to the educational program of the school are prohibited. Apparel, jewelry, accessories or grooming that implies or indicates a person is a member of a prohibited group is prohibited at school and at school activities.
    b. Participation in activities such as initiation, hazing, intimidation or in activities designed to create group affiliation that can cause bodily harm or mental or emotional harm is prohibited.
    c. Persons who display symbols of prohibited groups or who participate in activities identified with prohibited groups or who participate in activities that intimidate another student are subject to disciplinary action.
    d. Groups that behave in the manner described in this section will be defined as gangs. Gang behavior is prohibited at school and school activities.
24. **Property Destruction** Destruction or disfigurement of property belonging to the school, school personnel or other persons is prohibited.
25. **Use or possession of E-Cigarettes, Vapes or Tabacco/Nicotine Products** The use, sale, possession, or distribution of tobacco or any smoking devices such as "E" or electronic cigarettes, e-vaporizers (vapes), or similar items by a student, including students who are 19 years of age or older, while under the jurisdiction of the school is prohibited.
26. **Taunting, baiting or inciting a fight or other prohibited conduct** Taunting, baiting, or inciting a fight, instigating, encouraging, or promoting a physical altercation or fight amongst one or more student is prohibited.
27. **Theft** Theft (student being in possession of or responsible for removing property that is not their own without permission), attempted theft or possession of stolen property by students is prohibited.
28. **Threat or Intimidation** Willfully attempting or threatening to inflict injury on another person while under District jurisdiction is prohibited. A student threatening a staff member may be placed on emergency suspension with a possible recommendation for expulsion.
29. **Threat of Violence/Weapon Threat** Sending a message of impending explosive materials, threatening to commit an act that is likely to result in death or serious physical injury to another person or intentionally making false statements for the purpose of causing evacuation of a building is prohibited.
30. **Trespass** Entering or remaining on school property at an unauthorized time or at a school-sponsored activity without permission is considered trespass and is prohibited. During school hours, a student must have authorization to be on the property of a school where the student is not enrolled. Any student suspended or expelled from ASD is not allowed on any school property or at any school activity on or off school property, except that eligible students may attend those programs authorized by the School Board for expelled or long-term suspended students if the student is enrolled in that program. Suspended or expelled students may also attend a specific activity with the explicit written permission of the principal or assistant principal.
31. **Unsafe Behavior** Any action (reckless or intentional) that jeopardizes the safety and/or welfare of one's self or others or creates a substantial risk of injury or damage to persons or property is prohibited. Students may not bring to school or school activity any material or object that jeopardizes the safety or welfare of people under District jurisdiction or that disrupt the educational process. These materials or objects include weapon look-alikes, pepper/bear spray/Mace, hazardous or chemical products, caps, bullets, laser pens or pointers or other potentially dangerous items. A student with knowledge or information regarding a potential or actual criminal, violent or other unsafe act within the jurisdiction of the district should immediately report such information to a teacher, counselor, school administrator or other school employee. Failure to report direct personal knowledge or a violent or criminal act may be considered facilitation of the act where the student fails to take a clear opportunity to prevent or minimize the act. *See also Weapons/Firearms for other prohibited items.*
32. **Weapons and Firearms (Use or possession of Firearm, weapon other than firearm, combustibles or explosives)** Weapons and firearms: Students shall not carry on their person, or place anywhere on school property, or in the vicinity of a school sponsored event, any firearms or other weapons, except as assigned to students for, and used during, a regular course of instruction or authorized activity. However, if in a regular course of instruction or during an authorized activity, a weapon is used in an unauthorized manner, the student will be in violation of this provision. Students found with weapons, or look-alike weapons of any kind, while subject to the jurisdiction of the school are subject to suspension or expulsion and arrest.

    Weapons include, but are not limited to, firearms*, pellet and BB guns, air guns, spring guns, zip guns, stun guns, shockers, bombs or other explosives, poison, dangerous or deadly gas, slingshots, bludgeons, throwing stars, knives, clubs, brass knuckles or artificial knuckles of any kind, numchucks and throwing weapons.

Note:. Whether the corrective action for students with disabilities for possession of weapons is discipline or some other consequence, must be determined in accordance with the provisions of Appendix A-1 rather than the procedures set forth below.

**Note: A "firearm" is defined as: (1) any weapon (including a starter gun) which will or is designed to, or may readily be converted, to expel a projectile by the action of an explosive; (2) the frame or receiver of any such weapon; (3) any firearm muffler or firearm silencer; or (4) any destructive device. A "destructive device" is an explosive, incendiary, poison gas, bomb, grenade, rocket, missile, or any other similar device. 18 U.S.C. § 921.*

    a. Any student who is determined to have brought a firearm to a school, or a school related activity, will be expelled from school for a period of not less than one year.
    b. Any student who is determined to have brought a deadly weapon other than a firearm to school, or a school-related activity, will be suspended.
    c. The Superintendent, on a case-by-case basis, may determine whether a lesser expulsion or suspension period is appropriate. This modification may include removal from the student's present school setting and a placement in an alternative educational setting and/or program.
    d. Reinstatement of the student to a school program will only be recommended by the Superintendent to the School Board after the student has met the conditions of reinstatement as follows: The student must submit a letter of application for reinstatement to the Superintendent that includes a statement from a forensic psychologist that the student will not pose a danger or threat to students or staff while attending classes or other school-sponsored activities.

       After a full review of the reinstatement application, the Superintendent will make a recommendation to the School Board as to whether to reinstate the student and under what specific conditions the student may be reinstated.
    e. Possession of a weapon other than a firearm or deadly weapon is prohibited and will result in disciplinary action.

B. Search and Seizure

The following rules shall apply to search and seizure of students and school property assigned to them (e.g., lockers, desks):

1. **All searches**, other than random, administrative, and emergency searches described in this section must be based on reasonable cause and should take place in the presence of the student and a third person, unless the student's presence cannot be obtained within a reasonable amount of time under the circumstances or if there is a threat to life or property. The search will be conducted in a respectful, organized manner that shows respect for the student and his or her possessions. At the discretion of the principal or designee, the police or other law enforcement authority may be called to conduct the search or seizure. In that case, any searches or seizures will be at the direction of the law enforcement officer, and the procedures in this section do not apply.

   In addition, the District may conduct random screenings using mobile metal detection equipment at high schools. These screenings may occur at any time and are not predicated on individualized suspicion. The purpose of such screenings is to enhance school safety and deter the presence of weapons or other prohibited items.
2. **Lockers and desks Random Searches:** The school administration retains control over lockers and desk space assigned to students. The District retains the right to conduct random searches of student lockers or desk space and their contents at any time. All lockers and/or desks may be searched, or a smaller number chosen by random selection may be searched. Notices of the right of the District to conduct this type of search are posted in prominent locations in each school. In addition, students will be notified at least once each semester that such searches will be conducted at the discretion of the school principal. The District may or may not, at its discretion, give prior notice that a random search will take place. The purpose of such a search is to determine student compliance with school regulations and local, state, and federal laws. The search will not be more intrusive than reasonably necessary to meet the objectives of the search. The search will be conducted in a respectful, organized manner showing respect for the student and his or her possessions.

Note: AS 14.03.105

3. **Searches Based on Reasonable Cause:** The school principal or designee has the right and duty to inspect and search a student's locker or desk and their contents if there is reasonable cause to believe that drugs; alcohol; weapons; dangerous, illegal, or prohibited matter; or stolen goods are likely to be found within the area searched. Reasonable cause to search will exist when, based on all the facts and circumstances, there is cause to believe that the search will turn up evidence that the student has violated or is violating the law or the rules of the school. No search based on reasonable cause shall be conducted without attempting to inform the person possessing the property to be searched, except if the suspected possession poses threat to life or property. School authorities will make a reasonable effort to contact the student's parent or guardian to give the parents or guardians a reasonable opportunity to be present during the search.
4. **Automobiles** The school principal or designee may search automobiles that are parked on school grounds if he or she wishes to establish whether drugs, alcohol, weapons, dangerous or illegal materials, or stolen goods may be located within the vehicle. All students utilizing the privilege of parking on school grounds have consented to such a search under the terms and conditions of their Parking Permits. All vehicles parked on school grounds by a student, whether or not a permit has been obtained, may be searched when there is reasonable cause to believe that the items described immediately above may be located within the vehicle.
5. **Possessions and Outer Garments** The school administration has the authority to inspect and search the possessions (e.g., purses, gym bags, instrument cases) and outer garments (e.g., jackets, coats, shoes or boots) of students when the school principal has reasonable cause to believe that drugs, alcohol, weapons, illegal or dangerous materials, or stolen goods are likely to be found. A search may be conducted if a school official has reasonable cause to believe that a violation of a school rule or local, state, or federal law has taken place. No probable cause or warrant is required before a search may be conducted. Any such search must be conducted in private by the school principal or designee and witnessed by a staff person. School authorities will make a reasonable effort to contact the student's parent or guardian to give the parents or guardians a reasonable opportunity to be present during the search. Searches will be limited to the examination of the contents of a student's possessions and outer garments, although a student may be requested to empty the pockets of other garments he or she is wearing.
6. **Search of a Student's Person** Should an administrator have reason to believe that a student has drugs, alcohol, weapons, illegal or dangerous materials, or stolen goods concealed on his/her person, the administrator may conduct a search of the student's person. No such search may be undertaken unless, in the administrator's judgment, there is adequate information based on direct observation by school personnel or reliable information from third parties, that a student is likely to have prohibited material on his/her person. Attempted parental contact is not required prior to the inspection, by sight or smell, of the student's breath or part of the body normally open to public view, such as the student's hand, arm, or face. Prior to beginning a search of a student's person, the student must be told the nature of the information against him/her, and reasonable efforts will be made by school authorities to notify the student's parent or guardian by telephone and permit the parent or guardian the opportunity to be present. The student, or the student's parent or guardian if present or reached by phone, will be asked for consent, the nature of the search will be specified, and the rights of the student and the possible consequences faced by the student will be explained. If consent is refused, the search procedure will be immediately halted, and the matter turned over to the police.
7. **Administrative Searches** In situations of elevated concern for student safety or acts of vandalism, such as at dances or during the last few days of school, the administration may engage searches of all or randomly selected vehicles entering school grounds or of the possessions of students entering the school. Advanced notice that the District will conduct this type of search shall be given. The search will not be more intrusive than reasonably necessary to meet the objectives of the search. Before search of a vehicle or possessions, the student or driver may deny the search but will then be denied entrance.
8. **Emergency Exception** For all types of searches described above, when an administrator has reasonable cause to believe, on the basis of information from direct observations by school personnel or others, that a student possesses any weapon or dangerous material which poses an imminent threat to life or property, he/she may authorize an immediate search of the student's person or possessions. In such a case, the student's parent or guardian will be notified by telephone of the search as soon as possible. No physical force may be applied during any search of the student unless there is an immediate threat of imminent danger to persons or property.
9. **Seizure and Surrender of Items Found Unlawful**, prohibited, or stolen items found during the search may be turned over to the police or used in school disciplinary proceedings. School authorities may temporarily seize items that disrupt or interfere with the educational process. Items seized that are not kept for disciplinary proceedings or retained by the police shall, upon request made within ten days, be returned to the parent or guardian.

C. Types of Sanctions/Disciplinary Actions

Note: Whether the corrective action for a student with disabilities who is found to have violated the standard of behavior is discipline (including simple discipline, short-term suspension, long-term suspension, or expulsion) or some other consequence, must be determined in accordance with the provisions of Appendix A-1, rather than the procedures set forth below.

1. **Simple Discipline:**
   Simple discipline is defined as any disciplinary action against a student other than out-of-school suspension or expulsion.
   a. No simple disciplinary action shall be taken in a way that pre-

vents a student from accomplishing specific academic grade, level, or graduation requirement. Simple disciplinary actions may include in-school suspension ("ISS"), the denial of the privilege to participate in school-sponsored extracurricular programs or activities, social events and senior graduation ceremony. Prior to the imposition of simple disciplinary action, the student will be given written or oral notice of his or her misconduct. The student will then be given an opportunity to present his or her side of what happened. This explanation and opportunity to present facts may take place immediately after notice of the charges is given to the student. .

b. When simple discipline results in the denial of the privilege to participate in school-sponsored extracurricular programs or activities, social events and senior graduation ceremony, the school principal or designee shall first try to let the student's parent or guardian know by telephone about the charges against the student and the proposed discipline. In such cases, the decision of the school principal or designee will be provided in writing to the student and his or her parent or guardian.

c. There is no right to a formal appeal of simple discipline, except that the denial of participation in senior graduation ceremony may be appealed as set forth in Hearing and Appeal Procedures. Simple discipline may be combined with a suspension or expulsion. In such instances, the disciplinary actions are treated as separate and distinct and the simple discipline may not be appealed, except for that discipline involving denial of participation in senior graduation ceremonies. This does not limit the right of a student to appeal a suspension or expulsion that is imposed in addition to the simple discipline.

2. **Short-Term Suspension:** This is the denial of the right of school attendance either from a single class, more than one class, or any full schedule of classes, and from all other activities, for a limited period of time not to exceed five (5) school days.

   a. Before a student is placed on short-term suspension, the student must be given written or oral notice of the charges against him or her. If the student denies the charges, the student will be given an explanation of the evidence the administrator has in sufficient detail to identify approximate time and place and the nature of the charges. The student will then be given an opportunity to present his or her side of what happened. This explanation and opportunity to present facts may occur immediately after notice of the charges is given to the student.

   b. Notice to Parent/Guardian: The school administrator shall do the following:

      (1) Try to let the student's parent or guardian know about the proposed suspension by telephone and in writing; and

      (2) Unless the student is placed on Emergency Suspension, provide written or oral notice of the suspension decision before the suspension is to begin.

   c. A short-term suspension will be enforced immediately, and the student shall remain away from school or the designated class or classes and all school activities. However, if within five (5) school days of receipt of the notice described above, the student and/or the student's parent/guardian requests a hearing, in writing, the suspension will be delayed and the student shall be allowed back in school, *but not extracurricular activities*, until an informal hearing, unless the student has been placed on Emergency Suspension. An informal hearing shall be held as soon as possible after the receipt of the written request. Failure to submit a written request for a hearing within five (5) days of the notification of the discipline shall constitute a waiver of any right to such a hearing. Students with identified disabilities are also entitled to return to school until this hearing

   d. A student on short-term suspension is encouraged to contact his or her teachers regarding daily class reading and assignments. A student will be allowed to complete, for credit, class work and assignments missed during the short-term suspension.

3. **Long-Term Suspension:** This is the denial of the right of attendance from any single class, more than one class, or any full schedule of classes for a stated period of time greater than five (5) school days.

   a. The following limitations shall apply to all long-term suspensions:

      (1) No student shall be suspended from an elementary school for more than forty-five 45) consecutive school days.

      (2) No student shall be suspended from a secondary school for more than ninety (90) consecutive school days.

      (3) A student on long-term suspension is encouraged to contact his or her teachers or counselor regarding daily class reading and assignments.

   b. Notice to Parent/Guardian: When the school administrator, the Superintendent, or their designee, imposes long-term suspension, a written notice shall be delivered by mail or in person to the student and his or her parent or guardian. An attempt to notify the student's parent or guardian by telephone will also be made. This notice shall include the following information:

      (1) The specific charges against the student, in sufficient detail to identify the approximate time and place and the nature of the charges;

      (2) The student's right to a hearing; and

      (3) The imposed sanctions.

   c. A long-term suspension will be enforced immediately, and the student shall remain away from schools and all school activities. However, if within five (5) school days of receipt of the notice described above, the student and/or the student's parent/guardian requests a hearing in writing, the student may return to school, *but not extracurricular activities*, and the remainder of the suspension will be delayed until the hearing unless the student has been placed on Emergency Suspension as described below. Any hearing requested shall be held as promptly as possible under the procedures set forth in the Hearing and Appeal Procedures section. If a request for hearing is not received within the five (5) day period, the student and his or her parent/guardian shall have waived his or her right to a hearing and will, therefore, not be entitled to a hearing.

   Note: A student on long-term suspension is allowed to complete, for credit, all class work and assignments missed during the suspension.

4. **Alternative Placement and/or Expulsion:** This is the denial of the right to attend school for an indefinite period of time or for a period of time greater than a long-term suspension. The instructional division Executive Director or designee will provide the student's parent or guardian information concerning educational alternatives and options available.

   a. Notice to Parent/Guardian: When the school administrator, or the Superintendent, recommends alternative placement or expulsion, a written notice shall be delivered by mail or in person to the student and his or her parent/guardian. An attempt to notify the student's parent or guardian by telephone will also be made. The written notice shall include the following information:

      (1) The specific charges against the student, in sufficient detail to identify the approximate time and place and the nature of the charges;

      (2) The student's right to a hearing; and

      (3) The conditions and requirements required by the superintendent or his/her designee.

   b. A student recommended for alternative placement or expulsion shall remain away from schools and all school activities. However, if within five (5) school days of receipt of the notice described above, the student and/or the student's parent/

guardian requests a hearing in writing, the student may return to school, but not extra-curricular activities, until the hearing unless the student has been placed on Emergency Suspension as described below. Any hearing requested shall be held as promptly as possible under the procedures set forth in the Hearing and Appeal Procedures section. If a request for hearing is not received within the five (5) day period, the student and his or her parent/guardian shall have waived his or her right to a hearing and will, therefore, not be entitled to a hearing.

c. Students expelled from other school districts, as well as from the Anchorage School District, may apply for admission or readmission to the Anchorage School District by written application to the Anchorage School Board.
   (1) Students must apply in writing and must document that they have met the conditions for return required by the Anchorage School District.
   (2) Additional conditions and requirements for admission may be required at the discretion of the Superintendent, his designee, or the School Board before the School Board considers whether or not a student will be admitted.
   (3) Upon admission to school, conditions related to placement and attendance will be prepared in writing. Continued permission to attend school will depend on the student obeying these written conditions.

5. **Emergency Suspension:** Immediate removal of a student from school attendance without return until any hearing or appeal.
   a. A school may impose an emergency suspension if, in the judgment of the principal, the student poses an immediate and continuing danger or a threat of disruption to the educational process. In the event of an emergency suspension, the student is not permitted to attend school for the duration of the suspension, regardless of the appeal status.
6. **Exclusion from School Property and Activities** Students serving out-of-school suspension , alternative placement, or expulsion may not be on school property and may not take part in school activities on or off school property. Exceptions to this rule may be granted in writing for specific activities at the discretion of the school principal or assistant principal, subject to any reasonable restrictions imposed by the principal or assistant principal.
7. **Programs for Students on Long-Term Suspension or Expelled Students** The School Board may offer programs to provide educational instruction and other services to students who have engaged in conduct that has resulted in long-term suspension or expulsion. These continuation programs shall be as broadly available as possible consistent with safety and budgetary considerations. (Section Approved 6/25/01)

D. Hearing and Appeal Procedures

Note: Students with disabilities may utilize IDEA or 504 procedures in addition to the hearing and appeal process described below. For more information about the rights of students with disabilities, please see Appendix A-1 which includes a form to utilize for requesting a special education/504 hearing and Notice of Procedural Safeguards or 504 rights. Further, if a student with a disability pursues an IDEA or 504 hearing to dispute a manifestation determination review, discipline cannot be imposed until that hearing and any subsequent appeal takes place.

1. **Informal Hearings for Short Term Suspension**
   a. After notification of the short-term suspension, the student or his or her family may request a formal hearing. The request shall be in writing. The submission of a written request for a hearing shall delay further imposition of any remaining portion of the suspension, until the formal hearing. However, a student will not be allowed to return to school or be allowed to participate in school-related activities until the formal hearing. However, a student will not be allowed to return to school or be allowed to participate in school-related activities until a hearing if the student was placed on Emergency Suspension. Failure to submit a written request for a hearing within five (5) days of notification of the long-term suspension shall constitute a waiver of any right to a hearing and the student will, therefore, not be entitled to a hearing.
      (1) The request for appeal must be in writing.
      (2) The letter must describe the reasons for appealing directly to the Board.
      (3) The reason for appeal must be either a substantial and significant misunderstanding of the facts or that the student was not given due process as specified in this document.
   b. After notification of the short-term suspension, the student or his or her parent or guardian may request an informal hearing. The request shall be in writing. The submission of a written request for a hearing shall delay further imposition of any remaining portion of the suspension, until the informal hearing. However, a student will not be allowed to return to school or be allowed to participate in school-related activities until a hearing if the student has been placed on Emergency Suspension. Failure to submit a written request for a hearing within five (5) days of the notification of the short-term suspension shall constitute a waiver of any right to a hearing, and the student will, therefore, not be entitled to a hearing.
      (1) The request for appeal must be in writing.
      (2) The letter must describe the reasons for appealing directly to the Board.
      (3) The reason for appeal must be either a substantial and significant misunderstanding of the facts or that the student was not given due process as specified in this document.
   c. The hearing shall be held as soon as possible after receipt of the written request and the hearing shall be held before an individual or disciplinary committee other than the individual who imposed the suspension.
   d. No persons other than the student, the parents or guardians, and the individual who imposed the suspension may appear at the hearing unless the individual designated to hold the hearing, in his or her sole discretion and considering issues of confidentiality, allows other persons to be present as requested by the student or administration. In addition, the individual holding the hearing may allow those with knowledge of facts relevant to the suspension/simple discipline to attend the hearing to describe their knowledge of the facts.
   e. The decision of the designated individual will be announced in writing within two (2) school days after the hearing ends and shall be final. There is no right of further appeal.
2. **Formal Hearings for Long-Term Suspension, Alternative Placement, or Expulsion and Simple Discipline Prohibiting Attendance at School-Sponsored Extracurricular Programs or Activities, Social Events, or a Student's Senior Graduation Ceremony**
   a. Imposition of discipline before a hearing and appeal takes place: If a student or the student's parent or guardian requests a hearing in writing within five (5) school days, the suspension or expulsion shall be delayed until the hearing and the student may return to school. However, the long-term suspension or expulsion shall not be delayed until a hearing if the student has been placed on Emergency Suspension. In such instances, the student shall not be permitted to return to school or to related school activities, until the hearing and appeal process.
   b. The Hearing Officer: A hearing officer shall be appointed by the Superintendent or designee to conduct a hearing under this section and to make a recommendation to the Superintendent or designee. The Hearing Officer shall consider the evidence

presented and may make a recommendation to uphold, reverse, or modify the suspension or expulsion.

c. The following procedural guidelines shall govern the hearing:
   (1) The parent or guardian and student may be present at the hearing and the student may be represented by legal counsel or other advocate.
   (2) Two (2) school or work days prior to the hearing, the District will provide to the student all documentary evidence upon which it intends to rely.
   (3) Both student and the District shall have the opportunity to present their versions of the relevant facts, submit the evidence upon which they rely, and present witnesses. The student shall be allowed to observe all evidence offered against him or her. Both parties may rely upon written statements by witnesses. The District shall not be required to reveal the names of witnesses when doing so would subject the witness to the risk of retaliation or harm. Consistent with federal and state law, the District shall not disclose the contents of another student's records where such disclosure has not been authorized by the student's parent or guardian, or by the student if he or she is at least 18 years old.
   (4) The hearing will not be conducted according to technical court rules relating to evidence and witnesses. All relevant, not unnecessarily repetitious, evidence shall be accepted.
   (5) All witnesses presenting testimony before the hearing officer shall be sworn to testify truthfully.
   (6) The hearing officer shall make his/her recommendation solely upon the evidence presented at the hearing.
   (7) A tape-recorded record shall be made of the hearing by the District.
   (8) Within three (3) school days after completion of the hearing, the hearing officer shall provide a written recommendation to the Superintendent or designee to uphold, modify, or reject the long-term suspension or expulsion. The Superintendent or designee shall then make his/her determination and shall provide the student and parent/guardian with a written decision, which shall include a copy of the hearing officer's findings and recommendation, within five (5) school days after completion of the hearing.
   (9) If the Superintendent or designee upholds or modifies a long-term suspension, expulsion, or simple discipline prohibiting attendance at school-sponsored extracurricular programs or activities, social events, or a student's senior graduation ceremony, so that suspension or discipline time remains, the suspension or discipline will be enforced immediately upon receipt by the student and parent/guardian of the Hearing Officer's decision. However, unless the student has been placed on Emergency Suspension, the student shall be entitled to return to school if the student or his or her parent/guardian appeal the decision under the procedures set forth in this section.

d. The student and his or her parent or guardian shall have five (5) school days after receipt of the written decision to appeal the decision to the School Board.
   (1) The request for appeal must be in writing.
   (2) The letter must describe the reasons for appealing directly to the Board.
   (3) The reason for appeal must be either a substantial and significant misunderstanding of the facts or that the student was not given due process as specified in this document.

e. The following procedural guidelines shall govern an appeal to the School Board:
   (1) The board or its designee will schedule and hold a meeting to review the matter as promptly as possible after the receipt of such an appeal. The Board shall notify the student and his or her parent or guardian at least three (3) school days prior to the scheduled meeting.
   (2) At the meeting, the student, his or her parent or guardian or spokesperson shall have the right to present oral and/or written argument. Consideration by the Board will be restricted to evidence in the record submitted during the hearing, although the Board may also consider, in its sole discretion, any new evidence submitted by the student not available at the time of the hearing.
   (3) The Board, in deciding the appeal, shall consider:
      (a) Whether the decision was arbitrary or capricious;
      (b) Whether the decision was supported by substantial evidence in the record; and
      (c) Whether the disciplinary action was fair and reasonable in light of all circumstances.
   (4) The Board, or its designee, shall issue a written decision within five (5) school days after the meeting. The Board may uphold, reverse, or modify the disciplinary action or recommendation. The student and his/her parent/guardian shall be provided a written copy of the decision, which shall be final and binding.
   (5) The Board may also Postpone Imposition of Discipline subject to the student fulfilling stated conditions. Where the student meets the required conditions, the suspension or expulsion will not be imposed. If the student does not meet the required conditions, the Superintendent will impose the postponed discipline without further hearing. It is Board policy to use this option rarely and only where special circumstances exist to justify postponement.

f. Application for re-admission: In no circumstances shall either a long-term suspension or expulsion prevent a student from submitting an application for re-admission prior to the termination of the sanction. Applications for re-admission shall be submitted to the Superintendent. *(Section Revised 6/25/01)*

(Statement of Rights And Responsibilities Revised 6/14/99) (Statement of Rights And Responsibilities Revised 6/25/01)

E. Freedom of and Responsibilities Relating to Speech and Assembly

1. Students are entitled to express their personal opinions in a manner that does not interfere with the freedom of others or violate these policies or school rules that are consistent with these policies. Obscenity and defamation are prohibited.
2. Students have the freedom to assemble peacefully. There is an appropriate time and place for such assemblies. Meetings of school-sponsored organizations or student clubs on school property shall be conducted at times and places approved by the principal or designee. Conducting demonstrations or meetings that interfere with the educational process or the lawful activities of others is prohibited.
   a. Freedom of Symbolic Expression
      (1) Student dress code: It is the goal of the District to ensure that every student has a safe environment in which to learn. Each student shall attend school clothed in a manner that is clean, not hazardous to the safety of him or herself or others, and that does not detract from or disrupt the educational environment. Clothing worn by students that in the reasonable opinion of the school administration is inappropriate is forbidden. Such clothing includes but is not limited to the following:
         - Clothing that promotes gang affiliations;
         - Clothing that promotes violence, discrimination or racism, or the use of tobacco, drugs, alcohol or weapons;
         - Clothing that is revealing or has comments or designs that are obscene, lewd, or vulgar;

- Clothing that presents a hazard to the student's safety or the safety of others;
- Clothing that causes distractions or inhibits the learning process.
- Clothing, stickers, flags and other depictions of the Confederate flag.

An individual school may list in its student handbook other school rules for clothing consistent with this policy. Students who do not follow the rules will be excluded from school until such time that they cease wearing the clothing or items to school or school events.

(2) Buttons and armbands: Students may wear or display buttons, armbands, flags, decals and other badges of symbolic expression, unless the manner of expression materially or substantially interferes with the orderly process of the school or the rights of others. Items that are associated with gangs are deemed in and of themselves to substantially interfere with the orderly process of the school.

(3) Patriotic assembly: A student may choose not to participate in the pledge or salute if he/she desires. A student who chooses not to participate must maintain a respectful silence and may not be disruptive while others are reciting the pledge.

AS 11.81.900(b)(56)

3. Written Material and Electronic Media

These rules govern distribution of all written material and electronic media. The school principal or designee shall be entitled to examine materials before they are distributed to determine whether these materials would disrupt the orderly educational process or violate district policy.

a. Generally, the restrictions and regulations governing responsible journalism, as defined by the American Society of Newspaper Editors (ASNE), should be applied to District student publication with the clear understanding that school officials have the authority and duty to provide for an ordered educational atmosphere free from turmoil and distraction. Material that promotes gang activity is prohibited.

b. Students are entitled to express in writing their personal opinions but are expected to exercise responsibility and good judgment. The distribution of such material may not interfere with or disrupt the educational process. A written expression of opinion must be signed by its author except that editorials representing a newspaper position may be printed without signature if all members of the editorial board are identified elsewhere on the paper. (Note School Board policy 490.13)

c. Students have the right to distribute leaflets, newspapers, and handbills at times and places as determined by the school principal or designee. The students who edit, publish or distribute such leaflets, newspapers, and handbills among their fellow students assume the responsibility for the content of such publications. Non-school publications being distributed on school property may be seized by the school principal or designee who has reasonable cause to believe that such publications contain libelous or obscene material. Seized publications will be turned over to the parent/guardian upon request unless the publication is defamatory, obscene, invades the rights of others, or similar good cause.

Note: Copies of the ASNE Statement of Principles are available in the school office and the school library.

d. Commercial solicitation not authorized by the Superintendent or designee will not be allowed on school property at any time. This includes the use of the school district's computer network to solicit sales or conduct business or to set up web pages to advertise a sale or service. An exception to this rule will be the sale of non-school-sponsored student newspapers published by students of the school district. Non-school newspapers may be distributed only at times and places as determined by the school principal or his/her designee.

e. Students have the right to do necessary research for articles, including public opinion polls, and shall have the responsibility not to abuse that right. A poll must not interrupt class time unless authorized by the school principal or his/her designee.

F. Student Surveys

The District may conduct or administer surveys of students for the purposes of study, the improvement of education, or class assignment. No student may be required to participate in a questionnaire or survey if the student objects to participation.

Requirements for Parental Permission: In administering surveys or questionnaires in the schools, the District shall comply with state and federal laws concerning parental permission.

Annual permission: Each year, the District may seek the permission of each parent/guardian for their child to participate in anonymous questionnaires or surveys. The permission will be valid for the remainder of the school year or until the parent/guardian who gave permission submits a written withdrawal of permission to the school principal or designee.

(Section 14 – Revised 9/28/98)
(Section D – Revised 8/23/99)

Note: No survey or questionnaire, whether anonymous or not, that inquires into personal or private family affairs of the student not a matter of public record or subject to public observation may be administered, unless written permission is obtained from the student's parent or guardian (AS 14.03.110). In addition, no student may be required, as part of any program administered by the Secretary of Education, to submit to a survey, analysis, or evaluation which inquires into the following areas unless prior written permission is obtained from the parent 20 USC 1232 (h):

1. political affiliations;
2. mental and psychological problems potentially embarrassing to the student or the student's family;
3. sex behavior and attitudes;
4. illegal, anti-social, self-incriminating and demeaning behavior;
5. critical appraisals of other individuals with whom respondents have close family relationships;
6. legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
7. religious practices, affiliations, or beliefs of the student or parents; or
8. income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program).

Note: At least two weeks prior to the administration of a questionnaire or survey, whether anonymous or not, which requires parental permission as identified above, the school shall provide each student's parent or legal guardian with written notice explaining:

1. how and where the parent may preview the survey;
2. how the survey will be administered;
3. how the survey results will be used;
4. who will have access to the questionnaire or survey; and
5. for those surveys which are not anonymous, explain that written parental permission is required before their child may participate in the particular survey, and include a permission form to be returned by the parents, with instructions that the form must be returned at least two weeks before the survey is to be administered. The District will make available for inspection to interested parents or guardians any instructional or other supplementary materials that will be used in connection with any survey, questionnaire, or evaluation. Information gathered in student surveys may be disclosed to organizations conducting studies to develop, validate, or administer predictive tests; administer student aid programs; or to improve instruction. This information

may be disclosed without parental permission provided: 1) the study is conducted in a manner that does not permit personal identification of parents and students to individuals other than those conducting the study; and 2) the information is destroyed when no longer needed for purposes of the study.

APPENDIX A-1

Statement of rights and responsibilities for students with identified disabilities

It is School Board Policy to comply with state and federal laws and regulations. This Appendix is prepared by the Administration at the request of the Board to describe protections and procedures relating to students with disabilities under state and federal laws and regulations. These protections and procedures under the Individuals with Disabilities Education Act (IDEA) are described in the "Notice of Procedural Safeguards," and under Section 504, in the "§504/ADA Administrative Procedures and Guidelines." Both of these documents can be obtained at any ASD school, from the ASD Special Education Department, or online at the ASD website:

1. **https://education.alaska.gov/sped** and,
2. **https://education.alaska.gov/sped/section504**

Not later than the date on which the decision to take disciplinary action is made by ASD, it must notify the student's parents of that decision and provide the parents with a copy of the Notice of Procedural Safeguards or §504/ADA Administrative Procedures & Guidelines (as the case may be).

NOTE: This Statement of Rights and Responsibilities for Students with Disabilities is intended to merely summarize the protections and procedures provided to students with disabilities under IDEA and Section 504 and not replace the "Notice of Procedural Safeguards" or "§504/ADA Administrative Procedures & Guidelines." Accordingly, to be fully advised of the rights of a student with disabilities, parents must obtain (if ASD has not already provided a copy to them) and carefully review the "Notice of Procedural Safeguards" or the "§504/ADA Administrative Procedures & Guidelines" (if their child is under Section 504).

Students with disabilities

NOTE: Students with disabilities refers to both students with identified disabilities and students with suspected disabilities. A student with suspected disabilities may assert the rights and protections of a student with identified disabilities. The circumstances under which a student will be deemed to be a student with suspected disabilities and the additional rights and protections under state and federal law provided to a student with disabilities are summarized below.

Students Identified as Having a Disability: A student may be identified as a student with disabilities under either IDEA or Section 504. If a student has an individualized education program (IEP), the student has been identified as a student with disabilities under IDEA, and therefore has rights and protections provided by IDEA explained in the "Notice of Procedural Safeguards." If a student has a 504 plan, the student has been identified as a student with disabilities under Section 504, and therefore has the rights and protections provided by Section 504, explained in the "§504/ADA Administrative Procedures & Guidelines.

Students Suspected of Having a Disability: A student who has not been identified as a student with disabilities under IDEA who has engaged in behavior that violates the ASD's Code of Student Conduct may assert any of the rights and protections provided for under IDEA if ASD had knowledge that the student was a student suspected of having a disability before the behavior that precipitated the disciplinary action occurred.

The ASD shall be deemed to have knowledge that a student is a student suspected of having a disability, before the behavior that precipitated the disciplinary action occurred:

a. The parent of the student has expressed concern in writing to supervisory administrative personnel at ASD, or a teacher of the student, that the student is in need of special education and related services;
b. The parent of the student has requested an evaluation of the student as provided under IDEA; or,
c. The teacher of the student, or other personnel at ASD, expressed specific concerns about a pattern of behavior demonstrated by the student directly to the Director of Special Education at ASD or to other ASD supervisory personnel.

ASD shall not be deemed to have knowledge that the student is a student suspected of having a disability if the parent of the student has not allowed an evaluation of the student as provided under IDEA or has refused services under IDEA or the student has been evaluated under IDEA and ASD determined that the student was not a student suspected of having a disability.

If ASD does not have knowledge that a student is a student suspected of having a disability as described above prior to taking disciplinary measures against the student, the student may be subjected to the same disciplinary measures applied to students without disabilities who engaged in comparable behaviors consistent with the following limitations.

If a request is made for an evaluation of a student during the time period in which the student is subjected to disciplinary measures, the evaluation shall be conducted in an expedited manner. Until the evaluation is completed, the student remains in the educational placement determined by ASD, which can include suspension or expulsion without educational services. If the student is determined to be a student with an identified disability, taking into consideration information from the evaluation conducted by ASD and information provided by the parents, ASD shall provide special education and related services, except that, until the results of the evaluation, the student shall remain in the educational placement determined by ASD.

Types of hearings

When the ASD has determined that a student with a disability has violated the Code of Student Conduct, and the student's placement is changed by being suspended for more than ten (10) school days within a school year, expelled or removed to an interim alternative educational setting for not more than 45 school days, the student may request two (2) separate, but related, hearings.

First, the student may request a hearing as provided in the Code of Student Conduct, to dispute whether the student violated the Code of Student Conduct, and if so, whether the discipline recommended by the ASD administration is appropriate.

Second, when a student with disability's placement is changed, the ASD is required under IDEA and Section 504, within ten (10) days of the decision, to hold a meeting with the parent and relevant members of the student's IEP team to determine whether the student's conduct was a manifestation of the student's disability. This group is commonly referred to as a manifestation determination review (MDR) team. The determination is made by the MDR team after reviewing all relevant information, including that provided by the student's parents, and answering the questions:

a. Was the conduct in question caused by, or have a direct and substantial relationship to, the student's disability?; or
b. Was the conduct in question the direct result of the ASD's failure to implement the student's IEP/504 plan (including any behavior intervention plan)?

If the MDR team determined that the answer to either of the above questions is yes, the student's conduct must be determined to be a manifestation of the student's disability. In such case, the student's IEP/504 team must address the status of the assessment of the student's functional behaviors and behavior intervention plan, if any, and the student must be returned to the student's prior placement unless the parent and ASD agree to a change in the student's placement as part of a modification of the student's behavior intervention plan. However, the student may remain removed to an interim alternative educational setting (1) for up to a total of 45 school days for a violation of the Code of Student Conduct involving weapons, drugs, or serious bodily injury or (2) if the ASD obtains an order from a hearing officer or court that maintaining the student's current placement is substantially likely to result in injury to the student or others. On the other hand, if the MDR team determines that the conduct that gave rise to the violation of the Code of Student Conduct was not a manifestation of the student's disability, the disciplinary procedures applicable to students without disabilities may be applied to the student with a dis-

ability in the same manner and for the same duration as the procedures would be applied to students without disabilities, except the student must continue to receive special education and related services under the student's IEP/504 plan but in an alternative educational setting as determined by the student's IEP/504 team.

A student with a disability may request a second hearing under IDEA or Section 504 (as the case may be) to dispute the determination of the MDR team that the conduct that gave rise to the violation of the Code of Student Conduct was not a manifestation of the student's disability. If a student with a disability requests this second hearing under IDEA or Section 504 to dispute a manifestation determination review, discipline cannot be imposed until this hearing and any subsequent appeal takes place.

Placement and services

ASD personnel may consider any unique circumstances on a case-by-case basis when determining whether discipline resulting in a change in placement, consistent with IDEA, is appropriate for a student with a disability who violates the Code of Student Conduct.

Out of school suspension(s) of a student with disabilities may be without provision of any educational services for up to a cumulative total of ten (10) school days per school year. If, however, the suspension is to be longer than ten school days for a violation of the Code of Student Conduct involving weapons, drugs or serious bodily injury, or based on an order by a hearing officer or court that there is a substantial likelihood of injury to the student or others, identification and commencement of appropriate interim alternative educational services should not be delayed.

When a change of educational placement occurs for a student with disabilities, various procedural safeguards are triggered under IDEA and Section 504. A change in educational placement occurs if a student is:

a. Suspended out of school eleven (11) or more days during any one school year;
b. Removed from school for not more than 45 school days for a violation of the Code of Student Conduct involving weapons, drugs, or serious bodily injury; or
c. The ASD obtains an order from a hearing officer or court that maintaining the student's current placement is substantially likely to result in injury to the student or to others.

The procedural safeguards under IDEA and Section 504 which will be triggered when a change of placement occurs in any of these ways are that the parents will be provided a Notice of Procedural Safeguards or §504/ADA Administrative Procedures & Guidelines (as the case may be), the status of the assessment of the student's functional behavior and behavior intervention plan will be reviewed, an MDR team will be convened and an IEP/504 team will be convened to make a determination regarding the interim alternative educational services to be provided the student. The interim alternative educational services provided must enable the student to continue to participate in the general education curriculum (although in another setting), to progress toward meeting the student's IEP goals, and receive, as appropriate, a functional behavioral assessment and behavioral intervention services and modifications, that are designed to address the behavior violations so that it does not recur. These services need not duplicate every aspect of the programs and services the student currently receives.

Unless ASD has removed a student with disabilities for not more than 45 school days due to conduct involving weapons, drugs, or serious bodily injury, if an MDR team determines that the student's conduct was a manifestation of the student's disability, the student must be returned to the placement from which the student was removed unless the parent and the ASD agree to a change of placement. On the other hand, where the MDR team determines that the student's conduct was not a manifestation of the student's disability, the student is removed by the ASD for not more than 45 school days for violations of the Code of Student Conduct involving weapons, drugs, or serious bodily injury or the ASD has obtained an order that maintaining the student's current placement is substantially likely to result in injury to the student or others, an IEP/504 team must determine the interim alternative educational services to be provided to the student.

The parents of a student with a disability, in addition to requesting a hearing to dispute the determination of an MDR team that a student's conduct was not a manifestation of the student's disability, may also request a hearing disputing the appropriateness of the IEP/504 team's determination regarding interim alternative educational services, the ASD's removal of the student for not more than 45 school days for violations of the Code of Student Conduct involving weapons, drugs, serious bodily injury or an order that the ASD has obtained from a hearing officer or court that maintaining the student's current placement is substantially likely to result in injury to the student or others, or any decision regarding the student's placement. While the hearing appealing any of these actions is pending, the student must remain in the interim alternative educational setting pending the decision of the hearing officer or until the expiration of the time the student was removed for violations of the Code of Student Conduct involving weapons, drugs, or serious bodily injury or other violations of the Code of Student Conduct determined not to be a manifestation of the student's disability.

Hearings

Any hearing requested either by a parent or the ASD under IDEA is an expedited hearing which shall occur within twenty (20) school days of the date the hearing is requested and shall result in a determination of within ten (10) school days after the hearing. A hearing officer shall hear and make a determination regarding an appeal. In doing so, the hearing officer may order a change in the placement of a student with a disability, including returning a student with a disability to the placement from which the student was removed or order a change in placement of a student with a disability to an appropriate interim alternative educational setting for not more than 45 school days if the hearing officer determines that maintaining the current placement of the student is substantially likely to result in injury to the student or to others.

ASD Statement of Non-Discrimination

The Board is committed to an environment of nondiscrimination on the basis of sex, race, color, religion, gender identity, sexual orientation, national origin, ancestry, age, marital status, changes in marital status, pregnancy, parenthood, physical or mental disability, Vietnam era veteran status, genetic information, good faith reporting to the board on a matter of public concern, or any other unlawful consideration. No person shall, based solely on protected class, be excluded from participation in, or denied the benefits of, any academic or extracurricular program or educational opportunity or service offered by the District. The District will comply with the applicable statutes, regulations, and executive orders adopted by Federal, State and Municipal agencies. The District notes the concurrent applicability of the Individuals with Disabilities Education Act, the Americans with Disabilities Act, as amended, and the relevant disability provisions of Alaska law.

Any student or employee who violates this policy will be subject to appropriate disciplinary action.

Inquiries or complaints may be addressed to ASD's Office of Diversity, Equity, Inclusion and Community Engagement Senior Director, who also serves as the Title IX Coordinator, ASD Education Center, 5530 E. Northern Lights Blvd, Anchorage, AK 99504-3135 (907) 742-4132, Equity@asdk12.org, or to any of the following external agencies: **Alaska State Commission for Human Rights, Anchorage Equal Rights Commission, Equal Employment Opportunity Commission, or the Office for Civil Rights-U.S. Department of Education.** REVISED: 8/2007, 8/2012, 5/2013, 7/2014, 3/2017, 9/2017, 1/2020, 7/2024

Important Activity Dates

2026–2027 ASAA CALENDAR

Approved: 12/8/25
Revised: 5/8/26

FALL ACTIVITIES	Class	First Practice	First Contest	Last Contest (Regular Season/Conf. Champ)	STATE CHAMPIONSHIP DATES & LOCATIONS
Cross Country Running	DI I DII I DIII	July 27	Aug 7	Sep 26	Oct 3 @ Bartlett HS
Coed Soccer	One Class	July 29	Aug 13	Oct 3	None
Tennis	One Class	July 29	Aug 13	Oct 3	Oct. 8-10 @ Alaska Club East
Flag Football	One Class	July 29	Aug 13	Oct 3	Oct. 8-10 @ Wasilla HS
Football	DIII / DII	July 29	Aug 13	Oct 10	Oct. 16/17 @ Wasilla/Colony HS
Football	DI	July 29	Aug 13	Oct 17	Oct 23 @ Colony HS
Football Cheer	One Class	July 29	Aug 13	Oct 23	None
Gymnastics	One Class	July 29	Aug 13	Oct 24	None
Swim & Dive	One Class	Aug. 5	Aug 20	Oct 31	Nov 6-7 @ Bartlett HS
Volleyball	3A I 4A	Aug. 5	Aug 20	Nov 7	Nov 12-14 @ Alaska Airlines Center
Rifle	One Class	Sept 2	Sept 17	Dec 12	None
Volleyball	Mix Six I 2A	Sept 9	Sept 24	Nov 28	Dec 3-5 @ Dimond HS
Bowling	One Class	Sept 30	Oct 15	Feb 20	None
E-Sports - Fall	One Class	Sept 30	Oct 15	TBD	None
Wrestling	DI I DII I Girls	Sept 30	Oct 15	Dec 12	Dec 18-19 @ Alaska Airlines Center
WINTER ACTIVITIES	**Class**	**First Practice**	**First Contest**	**Last Contest (Regular Season/Conf. Champ)**	**STATE CHAMPIONSHIP DATES & LOCATIONS**
Hockey	DII	Oct 14	Oct 29	Jan 30	Feb. 4-6 @ Palmer MTA Ice Arena
Hockey	DI	Oct 14	Oct 29	Feb 6	Feb. 11-13 @ Sullivan Arena Anchorage
Hockey Cheer	One Class	Oct 14	Oct 29	Feb 13	None
Nordic Ski	One Class	Oct 28	Nov 12	Feb 20	Feb. 25-27 @ Kincaid Park/Anc
Basketball	1A I 2A	Dec 2	Dec 17	March 6	Mar. 10-13 @ Alaska Airlines Center
Basketball	3A I 4A	Dec 2	Dec 17	March 6	Mar. 17-20 @ Alaska Airlines Center
Cheer Competition	One Class	Dec 2	Dec 17	March 6	March 16 @ Alaska Airlines Center
SPRING ACTIVITIES	**Class**	**First Practice**	**First Contest**	**Last Contest (Regular Season/Conf. Champ)**	**STATE CHAMPIONSHIP DATES & LOCATIONS**
E-Sports - Spring	One Class	TBD	TBD	N/A	TBD @ Online
Badminton	One Class	Mar 3	Mar 25	May 8	None
Track & Field	DI I DII	Mar 3	Mar 25	May 22	May 28-29@ Dimond HS
Soccer	DI I DII	Mar 3	Mar 25	May 22	May 27-29 @ Anchorage
Baseball	DII	Mar 3	Mar 25	May 29	Juneu 3-5 @ Fairbanks
Baseball	DI	Mar 3	Mar 25	May 29	June 3-5 @ Mulcahy, Anchorage
Softball	DI I DII	Mar 3	Mar 25	May 29	June 3-5 @ Cartee Fields Anchorage
ACADEMIC I FINE ARTS	**Class**	**Register Opens**	**Eligibility Deadline**	**Last Submission & Registration**	**STATE CHAMPIONSHIP DATES & LOCATIONS**
Student Gov. Fall Conference	One Class	Aug 14	TBD	TBD	Sep 25-27 @ Tri-Valley
All-State Music Festival	One Class	TBD	Nov 5	Nov 5	Nov 19-21 @ West Anchorage HS
World Language	One Class	TBD	Feb 13	Feb 13	Mar 6 @ Dimond HS
Drama, Debate & Forensics	One Class	TBD	Feb. 11	Feb. 11	Feb. 25-27 @ Bettye Davis East
Student Gov. Spring Conference	One Class	TBD	TBD	TBD	TBD
All-State Art Competition	One Class	TBD	TBD	Mar 31	Apr 16 I Online Only
Solo/Ensemble Music	One Class	TBD	TBD	TBD	May 7-8 @ ASD/Bettye Davis East

View the Alaska School Activities Association events calendars online at **https://asaa.org/printable-calendars**

Anchorage School District

2026–27 School Year Calendar*

In order to maximize student involvement in school activities and to accommodate the needs of students and families, no after-school activity shall be scheduled or hosted by the District on the dates highlighted in green. Activities include but are not limited to: sports team competitions, school open houses, academic competitions, dances, student performances, retreats and student government conferences. This prohibition does not include regular practices or regular club meetings.

July

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	
25	26	27	28	29	30	31

August

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	(19	20	21	22
23	24	25	PK/K	27	28	29
30	31					

September

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16)	17
18	(19	20	21	22	23	
24	25	26	27	28	29	30
31						

November

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	26	20	21
22	23	24	25	26	27	
28	29	30				

December

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18)	19
20	21	22	23	24	25	
26	27	28	29	30	31	

Cultural observance begins at sundown on these days: 9/11/26, 9/20/26, 3/9/27, 4/21/27, 4/16/27

Cultural dates of significance: 9/11-9/13/26, 9/20-9/21/26, 11/26/26, 12/25/26, 1/7/27, 3/9-3/10/27, 3/26/27,3/28/27, 4/21-23/27, 5/2/27, 5/16-5/17/27

JULY

3 Independence Day holiday (observed)

AUGUST

14 Teachers' First Day

17 18 Teacher professional development days

18 (State Primary Election Day)

19 Classes begin for grades 1-6, 9***

20 Classes begin for grades 7-8 and 10-12***

26 Classes begin for Preschool/Kindergarten

SEPTEMBER

7 Labor Day holiday**

OCTOBER

12 Indigenous Peoples Day**

16 Student release grading day. End of first quarter.**

28 29 Parent/Teacher conference days, early release

30 Student release professional development day.**

NOVEMBER

3 Student release professional development day. (State Election Day)**

11 Veterans' Day**

26-27 Thanksgiving holiday**

DECEMBER

17 Classes end

18 Student release grading day. End of second quarter.**

21-31 Winter Break**

JANUARY

1 New Years Day**

4 Classes begin

18 Martin Luther King Jr. holiday**

FEBRUARY

15 Presidents Day holiday**

24 25 Parent/Teacher Conference days. Early release (elementary only).

26 Student release professional development day**

MARCH

12 Student release grading day. End of third quarter.**

15-19 Spring Break**

APRIL

MAY

28 Classes end. End of fourth quarter.

31 Memorial Day holiday

JUNE

1 Teachers' last day.

18 Juneteenth holiday (observed)

( ) Beginning, end of quarter

Q1–40, Q2–39, Q3–46, Q4–50

January

S	M	T	W	T	F	S
					1	2
3	(4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	
23	24	25	26	27	28	29
30	31					

February

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	
27	28					

March

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12)	13
14	15	16	17	18	19	20
21	(22	23	24	25	26	
28	28	29	30	31		

April

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28)	
29	30	31				

June

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

* Subject to change

** Students do not attend school

*** Staggered school start dates are for comprehensive/neighborhood schools only

Revised 6-24-26