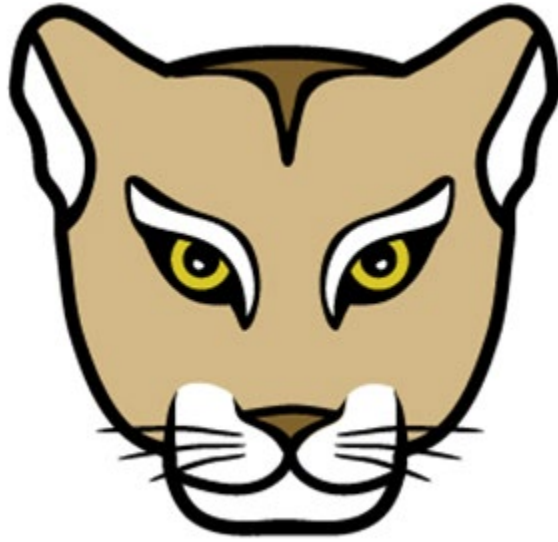




**MOUNTAIN VISTA**  
**K-8 School**  
**2026-2027**

**STUDENT AND FAMILY HANDBOOK**

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## **Oracle School District**

### **Oracle School District**

PO Box 1720, Oracle, Arizona 85623

District Office 520-896-3070

[www.osd2.org](http://www.osd2.org)

### **Mountain Vista School**

2618 El Paseo, Oracle, Arizona 85623

Office 520-896-3000

[www.osd2.org](http://www.osd2.org)

## **Governing Board Members**

|                             |                   |
|-----------------------------|-------------------|
| President: Edie Crall       | ecrall@osd2.org   |
| Vice President: Jeri Taylor | jtaylor@osd2.org  |
| Member: Sean Borland        | sborland@osd2.org |
| Member: Joy Reid            | jreid@osd2.org    |
| Member: Jodi Barczak        | jbarczak@osd2.org |

## **School Administration**

Crystle Nehrmeyer, Superintendent  
cnehrmeyer@osd2.org  
520-896-3070 ext. 3

Denise Fisher, Instructional Coach K-4  
dfisher@osd2.org

Mark Parrish, Instructional Coach 5-8  
mparrish@osd2.org

## **Important Phone Numbers**

|                       |                     |
|-----------------------|---------------------|
| Mountain Vista Office | 520-896-3000        |
| IT Service            | 520-896-3000 ext. 4 |
| Transportation        | 520-896-3070        |
| Food Service          | 520-896-3000 ext. 5 |
| Athletics             | 520-896-3000        |



## **“Small Town Roots, Global Expectations”**

### **Our Values**

Respect, Individuality, Family, Potential, Achievement, Culture, Community, Opportunity, Responsibility, and Integrity.

### **Our Vision**

A community dedicated to maximizing student achievement.

### **Our Mission**

To expand expectations by providing an innovative and boundless educational environment that develops adventurous learners and responsible citizens.

|                                                                                                                                                |                |    |    |    |    |    |    |
|------------------------------------------------------------------------------------------------------------------------------------------------|----------------|----|----|----|----|----|----|
| July<br>3 – Independence Day<br>Holiday<br>30 – New Teachers Report<br>31 – Teachers Report                                                    | July 2026      |    |    |    |    |    |    |
|                                                                                                                                                | 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<br>5 – 10-Month Staff Report<br>6 – First Day of School K-8<br>10 – First Day of Preschool<br>School Days: 18                           | August 2026    |    |    |    |    |    |    |
|                                                                                                                                                | 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 |    |    |    |    |    |
| September<br>7 – Labor Day Holiday<br>School Days: 21                                                                                          | September 2026 |    |    |    |    |    |    |
|                                                                                                                                                | 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<br>1 – 40 <sup>th</sup> Day of School<br>12-16 – Fall Break<br>School Days: 17                                                         | October 2026   |    |    |    |    |    |    |
|                                                                                                                                                | 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<br>11 – Veteran’s Day Holiday<br>25-27 – Thanksgiving<br>Holiday<br>School Days: 17                                                   | November 2026  |    |    |    |    |    |    |
|                                                                                                                                                | 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 |    |    |    |    |    |
| December<br>17 – Last Day of School<br>18 – Teacher Work Day<br>21-31 – Winter Break<br>School Days: 13                                        | December 2026  |    |    |    |    |    |    |
|                                                                                                                                                | 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 |    |    |
| Fall Semester School Days:<br>86                                                                                                               |                |    |    |    |    |    |    |
| January<br>4 – School Resumes<br>18 – Dr. Martin Luther<br>King Jr. Holiday<br>22- 100 <sup>th</sup> Day of School<br>School Days: 19          | January 2027   |    |    |    |    |    |    |
|                                                                                                                                                | 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 |
|                                                                                                                                                | 24/31          | 25 | 26 | 27 | 28 | 29 | 30 |
| February<br>25-26 – Rodeo Break<br>School Days: 18                                                                                             | February 2027  |    |    |    |    |    |    |
|                                                                                                                                                | 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<br>15-19 – Spring Break<br>29 – Easter Monday<br>School Days: 17                                                                         | March 2027     |    |    |    |    |    |    |
|                                                                                                                                                | 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 |    |    |    |
| April<br>School Days: 22                                                                                                                       | April 2027     |    |    |    |    |    |    |
|                                                                                                                                                | 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<br>19 – 8 <sup>th</sup> Grade Promotion<br>20 – Last Day of School<br>21 – Teacher Work Day<br>31- Memorial Day Holiday<br>School Days: 14 | May 2027       |    |    |    |    |    |    |
|                                                                                                                                                | 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<br><br>Spring Semester School<br>Days: 90                                                                                                 | June 2027      |    |    |    |    |    |    |
|                                                                                                                                                | 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 |    |    |    |

## Mountain Vista Bell Schedule

### Preschool Bell Schedule

Monday, Wednesday, Thursday, Friday

Invitation only on Tuesday

7:30 AM—12:30 PM

### Elementary Bell Schedule

School begins at 8:00 AM

School ends at 2:45 PM (M, W, TH, F)

School ends at 12:45 PM (T)

### FIFTH AND SIXTH GRADE SCHEDULE

| CLASS      | TIME        | MIN | LU<br>SCIENCE           | HAM<br>ELA | WEBSTER<br>SS/ELA | MCDONALD<br>MATH |
|------------|-------------|-----|-------------------------|------------|-------------------|------------------|
| HOMEROOM   | 8:00-8:15   | 15  | 5A                      | 5B         | 6B                | 6A               |
| SPECIALS   | 8:15-9:05   | 50  | SEE SPECIALS SCHEDULE   |            |                   |                  |
| FIRST      | 9:10-10:10  | 50  | 5A                      | 5B         | 6B                | 6A               |
| SECOND     | 10:10-11:10 | 50  | 5B                      | 5A         | 6A                | 6B               |
| LUNCH      | 11:10-11:50 | 40  | LUNCH                   |            |                   |                  |
| THIRD      | 11:50-12:50 | 50  | 6B                      | 6A         | 5A                | 5B               |
| FOURTH     | 12:50-1:50  | 50  | 6A                      | 6B         | 5B                | 5A               |
| BREAK      | 1:50-2:05   | 15  |                         |            |                   |                  |
| PRIDE TIME | 2:05-2:45   | 40  | SEE PRIDE TIME SCHEDULE |            |                   |                  |

### FIFTH AND SIXTH GRADE (TUESDAY)

| CLASS    | TIME        | MIN | LU<br>SCIENCE         | HAM<br>ELA | WEBSTER<br>SS/ELA | MCDONALD<br>MATH |
|----------|-------------|-----|-----------------------|------------|-------------------|------------------|
| HOMEROOM | 8:00-8:15   | 15  | 5A                    | 5B         | 6B                | 6A               |
| SPECIALS | 8:15-9:05   | 50  | SEE SPECIALS SCHEDULE |            |                   |                  |
| FIRST    | 9:05-9:45   | 40  | 5A                    | 5B         | 6B                | 6A               |
| SECOND   | 9:45-10:25  | 40  | 5B                    | 5A         | 6A                | 6B               |
| THIRD    | 10:25-11:10 | 40  | 6B                    | 6A         | 5A                | 5B               |
| LUNCH    | 11:10-11:50 | 40  | LUNCH                 |            |                   |                  |
| FOURTH   | 11:50-12:45 | 55  | 6A                    | 6B         | 5B                | 5A               |

### SEVENTH AND EIGHTH GRADE SCHEDULE

| CLASS      | TIME        | MIN | CRUEA<br>MATH           | GUERRERO<br>ELA | SMITH<br>SCIENCE | TOM<br>SS/ELA |
|------------|-------------|-----|-------------------------|-----------------|------------------|---------------|
| FIRST      | 8:00-9:05   | 65  | 7-2                     | 7-1             | 8-1              | 8-2           |
| SECOND     | 9:05-10:05  | 60  | 7-1                     | 7-2             | 8-2              | 8-1           |
| BREAK      | 10:05-10:20 | 15  |                         |                 |                  |               |
| THIRD      | 10:20-11:20 | 60  | 8-1                     | 8-2             | 7-2              | 7-1           |
| FOURTH     | 11:20-12:20 | 60  | 8-2                     | 8-1             | 7-1              | 7-2           |
| LUNCH      | 12:20-1:00  | 40  | LUNCH                   |                 |                  |               |
| PRIDE TIME | 1:00-1:40   | 40  | SEE PRIDE TIME SCHEDULE |                 |                  |               |
| SPECIALS   | 1:40-2:40   | 60  | SEE SPECIALS SCHEDULE   |                 |                  |               |

### SEVENTH AND EIGHTH GRADE (TUESDAY)

| CLASS  | TIME        | MIN | CRUEA<br>MATH | GUERRERO<br>ELA | SMITH<br>SCIENCE | TOM<br>SS/ELA |
|--------|-------------|-----|---------------|-----------------|------------------|---------------|
| FIRST  | 8:00-9:05   | 65  | 7-2           | 7-1             | 8-1              | 8-2           |
| SECOND | 9:05-10:05  | 60  | 7-1           | 7-2             | 8-2              | 8-1           |
| BREAK  | 10:05-10:20 | 15  |               |                 |                  |               |
| THIRD  | 10:20-11:20 | 60  | 8-1           | 8-2             | 7-2              | 7-1           |
| FOURTH | 11:20-12:20 | 60  | 8-2           | 8-1             | 7-1              | 7-2           |
| LUNCH  | 12:20-12:45 | 25  | LUNCH         |                 |                  |               |

## **Academics**

### **Promotion and Retention**

Students in Grades K-8 will be promoted to the next grade based upon a demonstrated mastery of grade level curriculum, state standards, and the recommendation of the teacher. The teacher evaluation/recommendation is based in part, but not solely, upon achievement of class assignments, projects, and tests.

All Special Educational students will be evaluated based on their Individual Education Plans following all IDEA laws and regulations.

Students in danger of not meeting promotion standards will be identified by the end of the first semester and a conference will be held between the teacher, parent and possibly the student at the beginning of the second semester. A final meeting will be held before the end of the year to review the students' performance. The teacher, as established by state law, will decide for retention or promotion at that time. If a parent or legal guardian chooses not to accept the teacher's decision, he/she may request in writing that the Governing Board reviews the teacher's decision.

Students and parents will be informed in writing by the end of the third quarter of possible retention. Parents of students who fail three or more subjects will receive written retention notices in May. Students who fail three or fewer subjects may choose a suitable Summer School program. Parents are responsible for finding a suitable Summer School program that would satisfy passing requirements. Students failing four or more subjects will be required to repeat the current grade.

### **Move on When Reading**

All third-grade students must score Partially Proficient, Proficient, or Highly Proficient on the standardized reading test in order to be promoted to the fourth grade unless a student has an IEP that indicates an exemption to the law.

Move on When Reading legislation places great importance on this process beginning in Kindergarten to ensure all students remain on track to be reading on grade level by the end of third grade. Arizona Revised Statute § 15-701 states that a student scores below the cut score on the reading portion of the third-grade statewide exam, he/she will not be promoted to fourth grade. It is understood that each student is unique; therefore exemptions have been established for students to be promoted to fourth grade. Those exemptions are available at [www.azed.gov/mowr](http://www.azed.gov/mowr).

### **Parents Can Review Course of Study and Materials**

Courses of study and materials are available for parents to review. To review the material, please contact the school office to make an appointment with the teacher or the principal.

### **Good Work Habits**

It is the responsibility of all students to have supplies such as pens, pencils, paper, folders, books, and charged devices with them when they go to their classes. If students are in need of necessary school supplies, they are to inform their teacher and the school will do their best to provide the necessary materials for student success.

Characteristics of good work habits are demonstrated in the completion of successful, quality work in a timely manner. The following skills are necessary to develop these good habits:

#### **Use time wisely**

Arrive to class on time and work on appropriate assignments at proper times.

**Self-directed**

Take the initiative and arrive prepared with materials and homework for classes.

**Cooperates**

Completes his/her own part (s) for the class or group's tasks; works with class/ group towards common goals.

**Demonstrates pride in quality work**

Submit work that exhibits pride in its quality (neatness, completeness).

**Homework**

Work done outside the classroom is necessary and valuable. It is a tool, which teachers use to help students become confident and independent learners and thinkers. Therefore, it is essential that the students complete their homework assignments carefully, on time, and with their best efforts.

Students learn best when they, their parents, and their school work together. Homework is one way that family and school can cooperate to improve student learning.

**Missed Assignments and Learning**

It is the student's responsibility to check with each teacher for work that was missed during an excused absence.

Parents may request homework on the second day of absence. If requested in the morning, homework will be ready to be picked up at the end of the school day. Upon return, students will have the same number of days out plus one day to make up the missed work. The only exception to this rule is at the end of the quarters due to grade reporting time restrictions.

**After School Tutoring**

Mountain Vista School offers homework support and tutoring for students after school on Monday, Wednesday and Thursday from 2:45 - 3:45 PM. Students are welcome to attend and use the time to complete their homework, work on foundational skills or get assistance from teachers or other students. Check with your child's teacher for availability.

**School Day Tutoring**

Mountain Vista School offers Response to Intervention tutoring to all grade levels. Our staff are highly qualified and trained in the areas that they are tutoring.

**Academic Progress Reports**

Academic progress reports are sent home weekly to parents of K-8 students. Students in grades K-8 will receive that progress reports Friday and should return their signed report to their teacher on Monday.

These weekly notices are not report cards; they are simply a means to allow better communication with parents/guardians regarding their child's academic progress.

**PowerSchool Access**

Parents/Guardians can access student grades through PowerSchool. The link is located on the school's website through the parent portal at [www.osd2.org](http://www.osd2.org). During the first few weeks of school, login information for PowerSchool will be sent home.

### **Parent Teacher Conferences**

Throughout the school year, parents are encouraged and welcomed to contact the classroom teacher to inquire about the academic progress of their children.

Time is officially set aside for meetings during Parent-Teacher conferences. Conferences are held at the end of each academic quarter. Teachers will send home information specific to their conference schedules. Please watch for these communications as time draws near.

### **Achieving Good Citizenship**

Mountain Vista School values good citizenship. Students show good citizenship by following the Mt. Vista Expectations, including trustworthiness, citizenship, caring, fairness, respect, and responsibility.

### **Citizenship Award**

A Citizenship award shall be granted to students for demonstrating exemplary Citizenship for all classes. Students who have filled out more than one written reflection, spent time in After School Detention or in our Alternative to Suspension Program (ASP) or have been Out of School Suspended, will not be eligible to earn a Citizenship award.

### **Citizenship grades align with our Mt. Vista Expectations and Behavior Tracking Sheet**

#### **4 Exceeds school citizenship standards**

Students who are rarely on the behavior tracking sheet (2 or less in a quarter)

#### **3 Meets school citizenship standards**

Students who are occasionally on the behavior tracking sheet (3-5 times in a quarter), may have 1 written reflection.

#### **2 Approaches school citizenship standards**

Students who are frequently on the behavior tracing sheet (6-8 times in a quarter), have several written reflections and 1-2 ODRs.

#### **1 Falls Below school citizenship standards**

Students who are often on the behavior tracing sheet (9+ times in a quarter), have several written reflections and multiple ODRs.

### **REPORT CARDS**

Report cards are a continuous record of the evaluation of students' academic progress for the year. Mountain Vista School will issue report cards four times a year. You can also log into PowerSchool to monitor progress throughout the school year.

| Letter Grade | Percentage | GPA |
|--------------|------------|-----|
| A            | 90–100%    | 4.0 |
| B            | 80–89%     | 3.0 |
| C            | 70–79%     | 2.0 |
| D            | 60–69%     | 1.0 |
| F            | 0–59%      | 0.0 |

## **HONOR ROLL**

An Honor Roll program has been established to recognize academic excellence by students. At the end of each grading period, Honor Roll lists are published for students enrolled in grades 3-8.

### ***Principal's Honor Roll***

Students who have earned all As, 90% or above in all subjects, on their report cards.

### ***Cougar Honor Roll***

Students who have earned all As and Bs, 80% or above in all subjects, on their report cards.

## **Special Education Rights of Parents and Children Under Federal and State Requirements**

To help you better understand Special Education rights and procedures, help is just a phone call or mouse click away.

### **Arizona Center for Disability Law**

#### **Special Education Hotline**

3839 N. Third Street  
Suite 209  
Phoenix, AZ 85012  
Telephone 602-274-6287  
Fax 602-274-6779  
Toll Free 800-927-2260  
Email [center@acd1.com](mailto:center@acd1.com)  
[www.acd1.com](http://www.acd1.com)

### **Arizona Center for Disability Law**

100 Stone Ave.  
Suite 305  
Tucson, AZ 85701  
Telephone 520-327-9547  
Fax 520-884-0992  
Toll Free 800-927-2260  
Email [center@acd1.com](mailto:center@acd1.com)  
[www.acd1.com](http://www.acd1.com)

### **Parent Information Network**

#### **Arizona Department of Education, Exceptional Student Services**

1535 W. Jefferson  
Phoenix, AZ 85007  
Telephone 602-542-3852  
Fax 602-542-5404  
Email [cvalenz@ade.az.gov](mailto:cvalenz@ade.az.gov)[www.ade.az](http://www.ade.az)

### **Pilot Parents of Southern Arizona**

2600 N. Wyatt Drive  
Tucson, AZ 85712  
Telephone 520-324-3150  
Fax 520-324-3152  
Toll Free 877-365-7220  
Toll Free 800-352-4558  
[www.pilotparents.org](http://www.pilotparents.org)

## **Attendance**

### **Truancy Law**

Arizona State law (A.R.S. 15-803) says that it is unlawful for any child between the ages of six and sixteen to fail to attend school during the hours school is in session, unless there is a valid excuse. The child will be considered truant when there is not a good reason for not attending school. If a parent fails to ensure that the child attends school, the law states that they are guilty of a class 3 misdemeanor. When the parent does not provide a valid excuse for the child's absence, the school attendance office may cite the student, parent or custodian (guardian) directly to the court for violation of the state truancy law.

As set forth in the state truancy ordinance, after five unexcused absences, the minor child and the minor child's parent or legal guardian is in violation of the ordinance and subject to prosecution of a class three misdemeanor. Prior to the state filing charges against the parents for truancy violation, the county prosecutor is provided with the minor's attendance records. Thereafter, the parent/legal guardian is sent an advisory letter setting forth the allegation and the consequences. Therein is a requirement that the child be in school on or before a date specified.

The county prosecutor simultaneously forwards a copy of the parent advisory letter to the school principal and school attendance officer requesting notification if the parent/legal guardian falls short of the mandate and fails to send the minor child to school.

The school attendance officer notifies the county prosecutor by telephone if the child is not in school on the date set forth in the advisory letter. The school attendance officer and administration continue monitoring the attendance of the minor child. If a subsequent truancy occurs after the advisory letter, the county prosecutor files a long form complaint against the parent and minor child for violation of ordinance.

### **Absences**

Students are required to attend school every day of the school year. Absences from school can inhibit the student's success, however, sometimes family or medical events will require a student to be absent from school. It is important for parents to schedule family activities that do not interfere with the students' attendance. Regular school attendance is essential for success in school; therefore, absences shall be excused only for necessary and important reasons. Such reasons include illness, bereavement, family emergencies, and observance of major religious holidays of the family's faith.

Whenever your child does not attend school, you must call the school office. If calling before office hours, please leave a message giving your student's name, teacher's name, and specify the reason for the absence. Please make your call by 7:30 am, or as soon as possible. Make arrangements with the classroom teacher or notify the front office to receive any schoolwork required for those days absent. At five unexcused absences, a meeting with the student, guardian, teacher, and principal will be arranged.

ARS 15-803 stipulates that a student must be in attendance at school for at least 90% of the 180 instructional days. Any student that reaches that point will lose credit for the school year. Per A.R.S. 15-901, a student may be withdrawn after ten (10) consecutive days of unexcused absences.

Students who are absent for more than 18 days in a school year may have to attend Summer School to be promoted to the following grade or could be retained due to attendance. Out of School suspension is an unexcused absence.

We strongly support family activities and believe they are vital to the total positive development of your children. With that said, extended vacations taken during times when school is in session are of great concern to us. Mountain Vista has high academic standards for all our students, and we do not want your children's opportunity for success to be jeopardized. Our teachers work very hard in preparing their daily lessons for your children and need them in class every day. Children learn best when the lesson is being presented, and they are able to participate in the learning process firsthand. We would never ask you to sacrifice valuable and important time with your children, however, we only ask you to consider your children's educational progress as you plan in the future.

### **Chronic Health Problems**

Students with chronic health problems, who are unable to attend regular classes for intermittent periods of one or more consecutive days because of illness, disease, pregnancy complications or accident as certified by a health professional or registered nurse practitioner, may be excused from school. All exceptions must be certified by an appropriate health professional and will be reviewed on an individual basis. (A.R.S. § 15-346). Please ask the school office for the appropriate forms if your child's attendance is affected by a chronic health problem.

### **Dismissal from School**

At dismissal bell students are expected to:

- Be picked up promptly by approved family member, sibling or friend
- Immediately walk or ride bikes home
- Go to after-school tutoring
- Go to school sponsored program (music, club, athletics)

If a student is not participating in a school supervised event, he/she is to be off campus no later than 2:50 PM. Students who remain on campus after 2:50 PM are required to come to the office and call home to arrange for a ride.

### **Registration and Withdrawal**

All students must have a current registration packet turned in before the first day of the upcoming school year. Students are not able to be assigned to a class until we have received their completed registration packet.

If your family is relocating or enrolling in another school, the parent/guardian must come to the school office to withdraw the student from Mountain Vista School. Once you withdraw from Mountain Vista, your grades/files will be sent to your new school.

If your family moves within the Mountain Vista boundaries, it is very important that you notify the office of your new address and phone number.

## **Leaving and Returning to School Grounds**

It is recommended that appointments be made during non-school hours. However, if a student must leave the school grounds at any time during the day, for necessary appointments such as dental or medical, parents or guardians must check their child out through the school office. If a student returns to school after an appointment, a parent or guardian in the front office must check them in. An admit slip will be issued to allow the student into class.

## **Legal Statements and Laws**

### **Nondiscriminatory/Equal Opportunity**

Oracle School District is committed to a policy of nondiscrimination in relation to race, color, religion, sex, sexual orientation, gender identity, gender expression, age, national origin, and disability. This policy will prevail in all matters concerning staff members, students, the public, educational programs and services, and individuals with whom the Board does business.

El Oracle School District está comprometido a mantener las normas no discriminatorias basadas en la raza, color de la piel, religión género, orientación sexual, edad, origen nacional y discapacidades. Esta norma prevalecerá en todo momento con relación a miembros del personal, los estudiantes, el público, los programas y servicios educativos, e individuos con quienes la Junta Escolar tiene vínculos comerciales.

The District is committed to investigating each complaint and to taking appropriate action on all confirmed violations of policy. The Superintendent shall investigate, and document complaints filed pursuant to this regulation as soon as reasonable, within the established timelines. In investigating the complaint, the Superintendent will maintain confidentiality to the extent reasonably possible. The Superintendent shall also investigate incidents of policy violation that are raised by the Governing Board, even though no complaint has been made.

If after the initial investigation the Superintendent has reason to believe that a violation of policy has occurred, the Superintendent shall determine whether or not to hold an administrative hearing and/or to recommend bringing the matter before the Board.

If the person alleged to have violated policy is a teacher or an administrator, the due process provisions of the District's Policy shall apply, except that the supervising administrator may be assigned to conduct the hearing. In cases of serious misconduct, dismissal or suspension proceedings in accordance with A.R.S. 15-539 *et seq.* may be initiated.

If the person alleged to have violated policy is a support staff employee, the Superintendent may follow due process and impose discipline under Policy if the evidence so warrants. The Superintendent also may recommend a suspension without pay, recommend dismissal, or impose other appropriate discipline.

If the person alleged to have violated policy is a student, the Superintendent may impose discipline in accordance with Policies.

If the Superintendent's investigation reveals no reasonable cause to believe policy has been violated, the Superintendent shall inform the complaining party in writing.

The complaint must be filed within thirty (30) calendar days after the complaining party knew or should have known that there were grounds for a complaint/grievance.

Once the written complaint has been filed using the forms provided by the District, the Superintendent shall require the immediate supervisor or site administrator to investigate and respond in writing to the complaining party within five (5) working days.

If the immediate supervisor or site administrator does not respond, the Superintendent will have ten (10) additional working days to respond in writing to the complaining party.

If the Superintendent does not respond within the established time, then the complaining party may request in writing that the issue be brought before the Board. The Board will then review the record of the investigation and have thirty (30) days to respond to the complaining party in writing.

### **FERPA Rights**

The Family Educational Rights and Privacy Act (FERPA) is a complex Federal law that protects the privacy interests of parents and students regarding educational records. Generally, FERPA gives parents the right to inspect and review their children's education records, request amendment of the records, and have some control over the disclosure of information from the records. When a student turns 18 or enters college, FERPA classifies him or her as an "eligible student" and transfers the rights under the Act from the parent to the student. FERPA requires school districts to notify parents and eligible students annually of their rights under the Act. When you turn 18 years of age, you have the right to your FERPA records. Please refer to OSD Policy for further information regarding FERPA rights.

### **Every Student Succeeds Act (ESSA)**

The Every Student Succeeds Act (ESSA) of 2015, gives you the right to ask for the following information about each of your child's classroom teachers:

Whether the State of Arizona has licensed or qualified the teacher for the grades and subject he or she teaches.

Whether the teacher is teaching under an emergency permit or other provisional status by which state licensing criteria have been waived.

The teacher's college major, whether the teacher has any advanced degrees and, if so, the subject of the degrees.

Whether any instructional aides or similar paraprofessionals provide services to your child and, if they do, their qualifications. If you would like to receive any additional information, please contact the District Director of Human Resources.

### **Abuse of Teacher or School Employee in School**

Arizona State Statutes (A.R.S. 15-507) state that a person who knowingly abuses a teacher or other school employee on school grounds or while the teacher or employee is engaged in the performance of his duties is guilty of a class 3 misdemeanor.

### **Mandatory Reporting**

Arizona State Statutes (A.R.S. 13-3620) require schools and school employees to report criminal activity to local law enforcement. Schools are also required to report incidences of child abuse, neglect, and crimes against children to local law enforcement and Child Protective Services. Recent changes in the law require schools to report threats, or rumors of threats, made against schools, students and school personnel. Schools must also report all incidents of non-accidental injuries that might occur during altercations at school. According to A.R.S. 15-341 staff members are to report any suspected crimes against persons or property and any incidents that could potentially threaten the safety and security of pupils, teachers, or administrators to local law enforcement.

## Parent Involvement

### **Parent, Family, and Community Participation Plan**

1. Describe the strategies planned to increase meaningful parent and family involvement that is designed to enhance home-school partnerships and improve student learning:

- Parent Teacher Organization (PTO)
- Weekly folders with updated information
- Progress Reports sent home weekly
- Back to School Night
- Parent conferences three times a year
- Title I Informational Meeting
- Volunteer tutors
- Volunteer classroom helpers
- Student Handbooks

2. Describe the activities planned to carry out the strategies.

- The PTO meets once a month and teachers rotate attending so that teachers from each grade level are represented. Meeting times and dates are included in the student handbook. Reminders are posted in Cat Tracks and on social media.
- Weekly folders are sent home each week and at every grade level from pre-school to eighth grade. They include progress reports, notices of events and meetings, and other pertinent school and/or community information.
- Back to School Night is an event scheduled before the first day of school each year. Parents and students are invited to meet the teachers, learn about procedures and programs for the upcoming school year, and participate in scheduled welcoming activities.
- The Title I Informational Meeting is held at the beginning of the school year. Parents are invited to learn what types of services are offered through Title I Programs. To increase participation, the informational meeting may be held in conjunction with the August or September PTO meeting.
- Volunteer tutors work with students to improve ELA and Math skills.
- Classroom volunteers help teachers with a variety of tasks and work both directly with students as well as behind the scenes.
- Student handbooks are made available to all students at the beginning of each school year.

3. How will parents be involved in evaluating the School Wide Plan?

- The School Wide Plan will be placed on the District's website.
- There will be a link whereby parents can make comment and suggestions

4. Describe the process to communicate with parents of students who have not met academic standards.

- Parents will be contacted via phone calls, letters, email, and weekly progress reports.
- Teachers also schedule meetings with the parents of students in danger of failing in order to create a plan for student success.

- Teachers may also refer a student to the Child Study Team where a student might be referred for Special Education testing.

5. Briefly describe the process used to develop and implement the Parent/Student/Teacher Compact.

- The template provided on the Arizona Department of Education website was used to design the Compact for the Oracle School District. Parents, teachers, and administrators met to discuss the components of the Compact and how to tailor it to the needs of the Oracle School District. After the document was written, it was reviewed by the staff, administration, and the governing board. It has now been included in the staff and student handbooks.

6. A copy of the Compact follows.

#### School-Parent Compact

The Oracle School District, and the parents of the students participating in activities, services, and programs funded by Title I, Part A of the Elementary and Secondary Education Act (ESEA) (participating children), agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards.

*This school-parent compact is in effect during 2026-2027 school year.*

#### Mountain Vista School Responsibilities

Mountain Vista School will support our students' learning in the following ways:

1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:

All teachers are Highly Qualified as set forth in ESSA. Curricula for all subject areas are aligned with Arizona State Standards. Technology is available in all classrooms, and teachers are qualified to help students achieve technologic literacy. Students are tested using the STAR Literacy and Math Benchmark Assessments three times a year. Instruction will be adjusted based on test results. Classroom instruction will be data driven using this data, along with teacher generated assessments and prior year state assessment data. Teachers are evaluated by a qualified evaluator at least once a year.

2. Hold parent-teacher conferences (at least annually in elementary schools) during which this compact will be discussed as it relates to the individual child's achievement.

Parent-teacher conferences will be held three times during the school year: September, November, and February. The Title I Meeting for Parents will be held by September each year.

3. Provide parents with frequent reports on their children's progress.

Parent-teacher conferences will be held three times during the school year: September, November,

and February. Friday folders are sent home each week with a progress report and other information a teacher deems pertinent. Teachers update grades weekly and parents are able to access their child's grade status anytime by logging into their child's information in PowerSchool.

4. Provide parents reasonable access to staff.

Parents can call the office and make an appointment to meet with a teacher. Teacher email addresses and classroom phone numbers are provided to parents via the District website as well as by request.

5. Provide parents opportunities to volunteer and participate in their child's class.

Parents are encouraged to contact teachers and arrange to volunteer and/or participate in their child's class. This is explained in the Student Handbook and at the Back to School Night held each year the evening before school starts.

### **Parent Responsibilities**

We, as parents, will support our children's learning in the following ways:

- Monitoring attendance.
- Making sure that homework is completed.
- Monitoring amount of television their children watch.
- Volunteering in my child's classroom.
- Participating, as appropriate, in decisions relating to my children's education.
- Promoting positive use of my child's extracurricular time.
- Staying informed about my child's education and communicating with the school by promptly reading all notices from the school or the school district either received by my child or by mail and responding, as appropriate.
- Serving, to the extent possible, on policy advisory groups, such as being the Title I, Part A parent representative on the school's School Improvement Team, the Title I Policy Advisory Committee, the District wide Policy Advisory Council, the State's Committee of Practitioners, the School Support Team or other school advisory or policy groups.
- Participate in the Parent Teacher Organization (PTO).

### **Student Responsibilities**

We, as students, will share the responsibility to improve our academic achievement and achieve the State's high standards. Specifically, we will:

- Do my homework every day and ask for help when I need to.
- Take advantage of after-school tutoring, as needed.
- Read at least 30 minutes every day outside of school time.
- Give to my parents or the adult who is responsible for my welfare all notices and information received by me from my school every day.
- Get plenty of rest on school nights.
- Eat a healthy breakfast and lunch.

### Student Expectations

At Mountain Vista School, we are committed to fostering a community where every individual is striving to show great Cougar Citizenship through their actions and behaviors. Students' actions and behaviors should reflect these values at all times: Respectful, Responsible, Caring, Fair, and Trustworthy. While we celebrate positive behavior, it is expected that each student will show good Cougar Citizenship to themselves, their peers, and the adults on campus.

Highlighting respectful conduct and responsible behavior among students and staff in a school setting is essential for fostering a positive learning environment. Throughout the school year, we will work to improve those expected behaviors. Teachers will help students learn what citizenship is and what it looks like in different settings during the school day.

#### **Respectful Behavior:**

- Treating others kindly and politely
- Listening attentively to teachers and classmates
- Valuing diversity and differences
- 

#### **Responsible Actions:**

- Completing assignments on time
- Following school rules and guidelines
- Taking ownership of actions

#### **Recognition System**

To encourage these positive behaviors, all students in grade kindergarten through eighth grade will have the opportunity to participate in an end-of-year celebration. Students will earn the end of year celebration by passing all of their classes, having no more than 15 absences during the school year, no out of school suspensions, and no more than one session of alternate to suspension program (ASP) or in school suspension.

#### **Behavior Tracking Sheet**

| Semester Minor Behavior Tracking Form |               |               |               |               |               |               |               |               |               |               |
|---------------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| <u>Student:</u>                       | <u>Step 1</u> | <u>Action</u> | <u>Step 2</u> | <u>Action</u> | <u>Step 3</u> | <u>Action</u> | <u>Step 4</u> | <u>Action</u> | <u>Step 5</u> | <u>Action</u> |
| Class                                 |               |               |               |               |               |               |               |               |               |               |
| Student Name                          |               |               |               |               |               |               |               |               |               |               |
|                                       |               |               |               |               |               |               |               |               |               |               |
|                                       |               |               |               |               |               |               |               |               |               |               |

#### Student Discipline Procedures – Minor Behaviors

Individual classroom management plan explained to students by their teacher. Teachers spend time teaching procedures and expectations. If student do not follow procedures and expectations, the following steps will be used:

### 1. Warning - Teacher

Student behavior becomes a concern in class, student has been informally warned by the teacher, and the behavior continues.

- Teacher speaks to child privately.
- Student apologizes to the class for disruption.
- Teacher puts a 1 on the behavior chart, and notes the behavior and the action taken.

### 2. Lose Recess - Teacher

Student is already at a 1 on the behavior tracking sheet. Student has another minor discipline issue.

- Teacher addresses the behavior, and the student loses class recess.
- While sitting out recess, student writes a reflection about what happened.
- Teacher puts a 2 on the behavior chart, notes the behavior and the action taken.
- Teacher sends a Class Dojo note to the parent informing them their child lost recess; can send picture of the reflection to the parent.
- After the teacher reviews the reflection, the student turns their written reflection in to the instructional coach.

### 3. Lunch Detention – Instructional Coach

Student is already at a 2 on the behavior chart. Student has another minor discipline issue.

- Teacher notifies Instructional Coach that the student is now at a 3. They write the behavior on the behavior chart.
- Student is sent to IC for a conversation. Parents are notified. Student calls home to tell parents; IC speak to parents as well.
- Lunch detention is assigned and served.
- While at lunch detention, the student writes an apology letter to the teacher, another student, or the class.
- IC writes action on the behavior chart.

### 4. Three Minors Make a Major – Principal

Student is already at a 3 on the behavior chart, has served lunch detention, and has had another minor discipline issue.

- Teacher writes the behavior on the chart.
- Teacher notifies IC, who speak to student involved.
- ODR is written by IC and emailed to principal.
- Principal reviews the behavior chart to see past history.
- Principal notifies parents.
- Principal assigns consequence according to the Student Code of Conduct and District Policy.
- Student writes an apology to the appropriate parties.

## 5. Step 5

- Step 5 is for students who have been seen by the principal and have another minor discipline issue.
- Teacher notifies IC and writes behavior on the chart.
- After speaking with the student, IC write a discipline referral.
- They will automatically be sent to principal.

### Major Behaviors

If a student has a major discipline behavior:

- Teacher calls IC or principal immediately.
- Referral is written by IC or principal, and the writer puts the behavior and the action on the behavior tracking sheet.
- Principal assigns consequence according to the Student Code of Conduct and District Policy.

## **Safety and Security**

### **Visitors**

All visitors to Mountain Vista School are required to sign in at the front office and obtain a visitor's badge by providing them with proof of identification upon arrival to campus. Mountain Vista graduates are not allowed on campus during school hours without administrator approval. Classroom visitors must be pre-approved by the administration. Classrooms hosting special events will inform the front office before scheduling an event.

### **Fire Drill**

Detailed instructions for fire drills are posted in each room. Students are to follow instructions and stay with their teacher during a fire drill for their safety and the safety of others. Fire Drills are practiced on a monthly basis.

### **Lockdown Procedures**

The purpose of a lockdown is to eliminate movement if there is a situation on campus, law enforcement activity or other emergency agency activity in the area. Security personnel will secure the perimeter of the campus and prevent people from coming on campus. If there is a lockdown, the administration will maintain communication with the District Office and law enforcement. During the school year, we will practice two lockdown drills.

### **Student Drop off and Pick-Up**

Students may not arrive at school earlier than 7:30 AM without administrative approval. Students who do not participate in an after-school activity must leave campus no later than 2:50 PM and may remain on campus later only with administrative approval.

The student drop off and pick-up area is located in front of the Mt. Vista Office. To facilitate the efficient movement of traffic through the parking lot and to clear traffic as quickly as possible, students must be dropped off and picked up only in this designated area. To avoid impeding the movement of traffic, do not drop off or pick up students in other areas. All students will still be required to enter the school through the front gates. Drivers who are dropping off or picking up students are required to adhere to traffic signals, cones, signs, and directions of staff members posted in the parking lot. When dropping off

or picking up students in the loop, parents are required to remain in your vehicle at all times. If you are picking up a student in the parking lot, you must pull into a lined parking spot.

### **Approved Entry and Exit Gates**

All entry and exit must be through approved doors. Use of unapproved doors may result in disciplinary action. Students will enter and exit the campus through the front office gates during student arrival and dismissal times. Students arriving after 8:00 AM with or without a parent or guardian may enter or exit through the main office. Students are required to sign in and out when entering or exiting through the main office.

All unsupervised exterior entry/exit doors and gates must be closed and secured. At no time may any student or staff member prop open or otherwise leave open any unsupervised exterior entry/exit door or gate without the express consent of an administrator. Any student or staff member who does so may face disciplinary action up to and including suspension, expulsion or dismissal.

### **Gymnasium and Athletic Fields**

No students are allowed in the gym or on the athletic fields without teacher or coach supervision. Athletic fields and the track are closed to the public during school hours, 7:30 AM to 5:00 PM.

## **Student Activities**

A variety of after-school activities are offered for students beginning soon after the start of school. Parental permission must be obtained for students to participate in these activities. Athletic activities require that students have a physical taken each school year before trying out for the event. **There will be no exceptions to this requirement.**

### **Community Schools and Extended School Day**

Extended Day Classes run from 2:45-3:45 PM and transportation is provided. Community Schools classes and activities sometimes include nominal fees.

### **National Junior Honor Society**

Each year students in seventh grade and eighth grade can become eligible for NJHS by being good students and citizens. If a student maintains a minimum 3.0 grade point average with no grade lower than an 80% in any subject, he or she can be eligible for NJHS consideration. To become NJHS members, students must fill out an application and then be selected by a teacher committee based on scholarship, citizenship, character, service, and leadership.

### **Student Council**

Mountain Vista provides an opportunity for students in grades 6-8 to participate in the decision-making process through Student Council. Students are encouraged to participate in the Student Council and to make recommendations for the improvement of Mountain Vista School through their student representatives. To become a student council member, students must fill out an application and then be selected. Students must also maintain a 2.0 GPA and have positive behavior on campus.

### **Sports**

Mountain Vista has three sports seasons that include eight sports:

**Season 1: Girls Volleyball, Flag Football, and Cross Country**

**Season 2: Girls Basketball, Boys Basketball, and Wrestling**

**Season 3: Baseball, Softball, and Track & Field**

We are members of the Central Arizona Athletic League. Students in grades 7 and 8 are eligible to participate in league sports. Students in grade 6 may be invited to participate in some sports seasons, if there is a need. Students must be passing all of their classes including electives with a 60% or better to be eligible for athletics. We conduct weekly grade checks on Friday to determine academic eligibility. Eligibility status is in effect until the following Friday. Behavior can affect athletic eligibility.

Students who have been absent for any part of the school day are NOT ELIGIBLE to participate in any school activity which takes place after school on the same day. Students must attend school the day after a game to be eligible to play in the following game. Exceptions will be made with a note from a doctor's office for an appointment, if the student is at school for a half day by 12:00 PM. Any student who has been suspended (alternative to suspension or out of school suspension) from school may not participate in any after-school activity for the period of suspension. A student who has spent the day in a time-out setting may also lose the privilege to participate in any after-school activity that day.

### **Spectator Behavior**

Mountain Vista School participates in the Central Arizona Junior High League with sportsman like conduct. Fan behavior is an integral part of upholding these principles. A paid entry fee does not constitute permission to taunt or cheer in a rude or disrespectful manner. Fans behaving in this manner will be directed to leave Mountain Vista Campus. Students of Mountain Vista will be subject to disciplinary action according to school's policy. These principles apply to audiences at sporting and non-sporting events both home and away.

## **Student Services**

### **Mountain Vista Office**

Families are asked to notify the front office if there has been a change of address, telephone number, or email address. It is important to have this information so that we are able to communicate with families.

### **Food Service**

Throughout the 2026-2027 school year, students will be eligible to receive a free breakfast and a free lunch each day. All families will be asked to complete an application for free/reduced lunch to determine the school's federal Title I eligibility. We ask that all families complete the application and turn it into the Cafeteria. Students may purchase a second breakfast or lunch with cash, a check, or funds on their school account.

### **Library**

#### **Procedures for Dealing with Challenged Materials**

Those persons wishing to challenge material or resources in the Library will be asked to complete a Request for Reconsideration of Library Resources form (see Library Staff or website).

The completed form should be submitted to the principal who will then acknowledge receipt of the form via letter. The request will then be considered by members of the Library Committee in light of the Library Bill of Rights and the Principles of Intellectual Freedom. The person making the challenge will be notified by the Superintendent of the decision and the action taken.

### **School Health Office**

#### **Medication**

State statute requires the District to cooperate with the health care practitioner and parents to meet requirements. There must be a written order from the prescribing health care practitioner stating the

name of the medication, dosage amount and times are to be given. There must be written permission from the parent or guardian for the students or administrator to administer the medicine. The medicine must come to the school office in its original container. For further information please contact the school office.

## **Student Dress Code**

### **Student Dress Code**

The Oracle Elementary School District encourages our students to take pride in their appearance as it relates to the school setting. Students should dress in a manner that takes into consideration the educational environment, safety, health, and welfare of self and others. Parents and guardians are responsible to provide appropriate attire for their children to wear for learning. If a student is wearing clothing that does not comply with the school dress code, they will be required to change their clothing.

### **Mountain Vista PreK-8 School Student Dress Code:**

Students must wear a shirt to school.

- Shirts that depict violent language or images, hate speech, profanity, drugs, alcohol, weapons, nudity, or sexual innuendos, including Playboy shirts, may not be worn at school.
- A student's shirt must properly cover their undergarments, cleavage, and midriff.
- Mesh sports jerseys worn without undershirts, excessively baggy "muscle" shirts, spaghetti strap shirts, halter-tops, swimsuits, or crop-top shirts are not appropriate to wear to school.

Students must wear bottoms to school.

- Bottoms include pants, shorts, or skirts at an appropriate length: longer than the palm of students' hand when placed at sides.
- A student's bottoms must also cover their undergarments.
- Pajama bottoms are not to be worn during the regular school day.
- Athletics uniforms may not be worn as clothing during the regular school day. This includes volleyball shorts, track and field shorts, wrestling singlets, swimsuits, etc.

Students may wear dresses to school.

- Dresses must be at an appropriate length: longer than the palm of students' hand when placed at sides.
- Dresses worn at school must covers the student's back and cleavage.

Students must wear shoes to school.

- Shoes must be worn at all times while at school.
- On the day of Physical Education class, a student's shoes should be supportive and appropriate for physical activity.
- Shoes with wheels or shoes that pose a safety hazard may not be worn at school.
- Slippers may not be worn during the regular school day.

Students may wear hats to school.

- If a student chooses to wear a hat to school, they will be expected to remove the hat during the daily Pledge of Allegiance.
- Hats worn at school will be worn properly and not sideways, backwards, etc.
- Hoods may not be worn while inside of any school building.

Students may wear jewelry to school.

- A student's jewelry should not pose a safety hazard or depict violent language or images, hate speech, profanity, drugs, alcohol, weapons, nudity, or sexual activity or innuendos.
- Students may be asked to remove jewelry for safety reasons during physical education class or a specific educational activity.

Students may not wear any gang-related personalization, apparel, or accessories while on school campus or while participating in any school related activities. Students may not have visible tattoos, if a student has a tattoo, they must be covered. Costumes and props are not considered school appropriate, and may not be worn during the regular school day. The clothing worn to school should be clean and worn as intended and designed.

Administration may adjust the Dress Code as necessary.

If a student is not in dress code, a staff member may escort the student to the school office and provide a loaned, school issued shirt or shorts to the student to wear during the school day. The student should return the loaned items at the end of the school day and collect their original shirt, dress, or bottoms.

## **Middle School Grades 7-8**

### **Procedures and Important Information**

#### **Student Responsibility**

##### **Class preparation**

Students must have a writing utensil, paper, their planner, and any other necessary supplies.

##### **Homework/Absent Work**

Completed and neatly done homework is essential to middle school success. It is the students' responsibility to check with their teachers for any missed assignments while absent. Being absent does not excuse students from classwork.

#### **Student Eligibility**

##### **Eighth Grade Trip**

Students who have been assigned more than one session of ASP during the school year may forfeit the privilege of attending the 8<sup>th</sup> grade trip. Students who have been assigned an Out of School Suspension

may forfeit the privilege of attending the 8th grade trip. Students with multiple OSS will not be permitted to attend the trip. Students with more than 15 absences may not be eligible to attend the trip.

### **Extra-Curricular Activities Eligibility**

Students must be passing ALL of their classes—including pride time and electives—to be eligible for extra-curricular programs. Any student with a failing grade forfeits their opportunity to participate in extracurricular activities for the period of one entire week (Wednesday through Tuesday). Eligibility will be determined with weekly progress reports.

### **Game Days**

A student must be in school for at least half of the school day to participate in a game that day. Absent students are not allowed to show up after school and participate. *\*\*Students who are in ASP are not allowed to practice or participate in any extra-curricular activities on that day. NO exceptions.*

### **Food/Drinks**

#### **Classrooms and Buildings**

Only clear water bottles are permitted in classrooms and the buildings.

### **Passes**

Students are required to have a signed pass to travel anywhere on campus.

### **Restrooms**

Students are strongly encouraged to use the restroom during their passing periods between classes and at lunch time. One restroom pass will be allowed during the school day and written into their planner.

\*If a student has a medical condition that requires additional restroom passes, the proper paperwork should be on file in the nurse's office.

### **Weekly Progress Reports**

Progress reports are sent home each Friday, except for the first two weeks of each academic quarter when progress reports will not be sent home.

### **After School**

All students must leave the campus at the end of the school day. Only those participating in an afterschool extracurricular activity will be allowed on campus.

### **Tardies**

Arriving to class on time allows a student to be prepared for the day and sets the right tone for learning.

Students must check in through the office and get a pass if they arrive late to school.

### **8<sup>th</sup> Grade Promotion Ceremony & Attire Guidelines**

We are proud to produce a special 8th Grade Promotion Ceremony for our students, staff, families, and community. Our staff takes great pride in our ceremony and makes every effort to ensure that it is memorable for students and their families. Students need to remember that it is a ceremony and that their behavior should be respectful.

Only 8<sup>th</sup> Grade students being “promoted” to the 9th grade are permitted to participate in the promotion ceremony. A Promotion Ceremony is a special event for our 8<sup>th</sup> Graders. We want all students to show respect for themselves and their school by wearing modest and appropriate clothing. We would like all of our students to wear clothing to express their uniqueness and at the same time realize the seriousness of the event.

#### **The following guidelines are considered appropriate dress:**

- Dress length no shorter than two inches above the knee (including slits)
- Modest neckline
- Properly fitting attire
- Collared shirts
- Long Pants
- All undergarments covered
- Appropriate accessories
- Ties optional

#### **The following clothing/garments/accessories are not permitted at the ceremony:**

- No halter tops, muscle shirts/tank tops, spaghetti straps or garments of a spandex or transparent material that reveal a bare midriff or cleavage. No hats or jeans during the ceremony.
- No dresses shorter than two inches above the knee.
- No low hanging or baggy pants, including exposure to any undergarments.
- No T-Shirts, muscle shirts/tank tops or garments of a transparent nature.
- No hanging wallet chains, hanging belt ends, chain belts or spiked/studded belts, bracelets or necklaces.

## **Student Conduct and Discipline**

### **Cell Phones, Smart Watches, Earbuds and Other Electronic Devices**

It is unlawful for any person to knowingly photograph, videotape, film, or digitally record or by any other means use a device to secretly view or record another person without that person’s consent. This is a technology violation and will be addressed in accordance with the categories of misconduct. In addition, it is unlawful to disclose, display, distribute, or publish a photograph, videotape, film, or digital recording made without the consent of the person depicted. Refer to A.R.S. Statute 13-3019. Violation of this statute is a class 5 felony. Students are not permitted to photograph or video record other students or staff without their consent and may not transmit any such photographs or recordings without the

consent of the individuals depicted within. Students who do so are subject to disciplinary action up to and including suspension and/or expulsion.

Cell phones, smart watches, and earbuds must be turned off at 7:50 AM and should be turned into the teacher's cell phone storage case in each classroom. Cell phones and electronic devices being used outside of these parameters are subject to confiscation. If family members have an urgent need to communicate with a student, they are advised to contact the front office so that the student can be informed by school staff.

Students bring these devices to school at their own risk. If a student has a cell phone or other electronic device on campus or on the bus and it is damaged or stolen, the school will not utilize administrative time to investigate the incident nor will the District take any financial responsibility for the cell phone or cell phone charges or for any other electronic device. Cell phones and electronic devices confiscated by school personnel can be retrieved by a parent from Administration. Students are required to surrender cell phones to ANY staff member who requests it. Failure to surrender a cell phone will result in administrative discipline. School Administration reserves the right to search a student's cell phone, as long as the search is "justified at its inception and reasonable in scope." Any student who refuses to submit to such a search is subject to disciplinary action for violating Student Conduct. The school is not responsible for the storage, inventory, or safekeeping of any confiscated item; this includes but is not limited to hats and electronic devices.

### **Alcohol, Tobacco, and Drugs**

Students have the right to attend a safe school. In order to promote a safe environment at school, Mountain Vista School takes a firm stand against the possession, use, or distribution of alcohol, tobacco, drugs and related paraphernalia on school grounds or at school-sponsored events. Students should expect a swift and severe response when they are found to be involved in the presence or use of these substances or related paraphernalia at school. The following typical disciplinary responses to alcohol, tobacco and drug violations should inform parents and students of what to expect when this policy is violated. Any alcohol, tobacco, drug, or related paraphernalia will be confiscated and properly disposed of. Note that administration reserves the right to adjust consequences in accordance with the severity of the infraction and students can expect any response from suspension all the way through expulsion.

#### **Alcohol**

**1st Offense:** Up to ten days of Out-of-School Suspension (OSS) and possible referral to a district-level disciplinary hearing with recommendation for Long-Term suspension and/or expulsion.

**2nd Offense:** Ten days of OSS and referral to a district-level disciplinary hearing with recommendation for Long-Term suspension and/or expulsion.

#### **Tobacco (including vape-related violations)**

**1st Offense:** Behavior Contract; Assignment to diversion program (when available); Three days of OSS

**2nd Offense:** Behavior Contract; Assignment to diversion program (when available); Five days of OSS

**3rd Offense:** Ten days of OSS and referral to a district-level disciplinary hearing with recommendation for Long-Term suspension and/or expulsion.

### **Drugs (Illegal, Medication and Narcotics)**

**1st Offense:** Up to ten days of OSS and/or referral to a district-level disciplinary hearing with recommendation for Long-Term suspension and/or expulsion.

**2nd Offense:** Ten days of OSS and referral to a district-level disciplinary hearing with recommendation for Long-Term suspension and/or expulsion.

Searches: School officials may question students regarding matters incident to school without limitation. Desks/cubbies/storage cabinets/lockers/bathrooms provided for student use are school property and remain at all times under the control of the school. Students are expected to assume full responsibility for the security and content of their lockers or personal property such as purses and backpacks. School administrators have the right to search and seize property when there is reason to believe that "such material detrimental to the health, safety, and welfare of the student(s) exists."

Due Process: Students have rights. In disciplinary cases, students are entitled to due process. This means students: 1. Must be informed of the accusations against them. 2. Must have an opportunity to accept or deny the accusations. 3. Must have the factual basis for accusations explained to them. 4. Must have a chance to present an alternative factual position if the accusations are denied. For student concerns, complaints and grievances, a student complaint form may be picked up from any administrative office.

### **Off-Campus Behavior**

A.R.S. § 15-843 requires the Governing Board of this district to prescribe rules for the discipline, suspension and expulsion of pupils, and those rules shall include procedures for dealing with pupils who have committed or who are believed to have committed a crime. This statute does not include any limitation that a student's crime needs to be committed on-campus for the student to be subject to discipline, suspension, or expulsion. See Op. Atty. Gen. No. 189-096. AG Opinion 189-096 on A.R.S 15-843 "makes no distinction as to the location of a crime a pupil committed or is believed to have committed". Thus, our district holds authority to discipline students whose presence in school is considered to be a threat to the moral well-being of other students or such conduct that interferes with the health, well-being, and safety of other students.

### **Dangerous Instruments & Deadly Weapons**

A student will be recommended for suspension/expulsion if using, displaying or carrying any dangerous instruments or deadly weapons or facsimiles on district property or at district functions. This also applies to students who assist another student in displaying, carrying or possessing dangerous instruments or deadly weapons. Any student aware of a dangerous instrument or weapon on campus should

immediately make a report to security staff or Administration. For the purposes of this policy:

- Weapon means any of the following: A firearm, a destructive device, a dangerous instrument.
- Simulated weapon means an instrument displayed or represented as a weapon.
- Firearm means any of the following: Any loaded or unloaded gun that will, that is designed to, or that may readily be converted to expel a projectile by the action of an explosive; the frame or receiver of any such firearm; any firearm muffler or silencer; any explosive, incendiary, poison gas, bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive charge of more than one-fourth ounce, mine, or similar device; any combination of parts that could be readily assembled to form a firearm.
- Destructive device means: Any device other than a firearm that will, or is designed to, or may be readily converted to expel a projectile by any means of propulsion, such as a BB/pellet gun, slingshot, bow, or crossbow; any collection of parts that could be readily assembled to form a destructive device.
- Dangerous instrument means anything other than a firearm or destructive device that is carried, possessed, used, threatened to be used, or distributed by a student with the intent to intimidate or harm another person or property or with reckless disregard for the safety of others.
- School premises means the school, school grounds, school buses, or any premises, grounds, or vehicles used for school purposes and includes premises where school-sponsored events (for example, athletic games and competitions, music competitions, etc.) are held away from District property.
- Deadly weapon means any weapon designed for lethal use, including a firearm.

### **Student Grievance Process**

Students who have a conflict with a teacher or any other staff member are encouraged to try to solve the issue at the lowest level whenever possible by first meeting with that teacher or staff member. If the issue is not resolved, students are to report the matter to a guidance counselor or assistant principal. If the matter is still not resolved, students are to meet with the school Principal. The school Principal will make a determination and attempt to resolve the dispute or will direct the student to the necessary channels at the district office. If the student's grievance is with the principal directly, they are to report the issue to the district Superintendent. Students are encouraged to involve their parent(s) or guardian(s) in this process.

### **Hazing**

There shall be no hazing, solicitation to engage in hazing, or aiding and abetting another who is engaged in hazing of any person enrolled, accepted for or promoted to enrollment, or intending to enroll or be promoted to District schools within twelve (12) calendar months. For purposes of this policy a person as specified above shall be considered a "student" until graduation, transfer, promotion or withdrawal from the District school. "Hazing" means any intentional, knowing or reckless act committed by a student, whether individually or in concert with other persons, against another student and in which

both of the following apply:

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

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

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

### **Student Violence, Harassment, Intimidation, Bullying**

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

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

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

### **Definitions**

*Bullying:* Bullying may occur when a student or group of students engages in any form of behavior that includes such acts as intimidation and/or harassment that

- has the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm or damage to property,
- is sufficiently severe, persistent or pervasive that the action, behavior, or threat creates an intimidating, threatening, or abusive environment in the form of physical or emotional harm,
- occurs when there is a real or perceived imbalance of power or strength, or
- may constitute a violation of law.

Bullying of a student or group of students can be manifested through written, verbal, physical, or emotional means and may occur in a variety of forms including, but not limited to

- verbal, written/printed or graphic exposure to derogatory comments, extortion, exploitation, name calling, or rumor spreading either directly through another person or group or through cyberbullying,

- exposure to social exclusion or ostracism,
- physical contact including but not limited to pushing, hitting, kicking, shoving, or spitting, and
- damage to or theft of personal property.

*Cyberbullying:* Cyberbullying is, but not limited to, any act of bullying committed by use of electronic technology or electronic communication devices, including telephonic devices, social networking and other Internet communications, on school computers, networks, forums and mailing lists, or other District-owned property, and by means of an individual's personal electronic media and equipment.

*Harassment:* Harassment is intentional behavior by a student or group of students that is disturbing or threatening to another student or group of students. Intentional behaviors that characterize harassment include, but are not limited to, stalking, hazing, social exclusion, name calling, unwanted physical contact and unwelcome verbal or written comments, photographs and graphics. Harassment may be related, but not limited to, race, religious orientation, sexual orientation, cultural background, economic status, size or personal appearance. Harassing behaviors can be direct or indirect and by use of social media.

*Intimidation:* Intimidation is intentional behavior by a student or group of students that places another student or group of students in fear of harm of person or property. Intimidation can be manifested emotionally or physically, either directly or indirectly, and by use of social media.

### **Prohibitions and Discipline**

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

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

### **Reporting Incidents of Bullying**

A student who is experiencing bullying, or believes another student is experiencing bullying, is to report the situation to a school employee. A school employee who becomes aware of or suspects a student is being bullied shall immediately notify the school administrator. School personnel shall maintain confidentiality of the reported information.

The initial notification of an alleged incident may be provided verbally. A detailed written description of the incident and any other relevant information must be provided on form(s) made available by the school and submitted to the principal within one school day of the verbal report. Should the principal be the employee who observes, is informed of, or suspects a student is experiencing bullying the principal

shall document the incident or concern in writing.

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

At the time a student reports alleged bullying the principal shall provide to the student who has allegedly been bullied a written copy of student rights, protections and support services available to the student and shall notify the student's parent(s) of the report.

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

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

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

- occur during the first week of each school year,
- be provided to each incoming student during the school year at the time of the student's registration,
- be posted in each classroom and in common areas of the school
- be summarized in the student handbook

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

- Governing Board policy,
- preventive measures,
- incident reporting procedures,
- available support services for students (both proactive and reactive), and
- Student rights.

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

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

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

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

### **Student Code of Conduct**

#### OSD Student Discipline Infraction Glossary

A guide to Disciplinary Actions

### **Student Conduct**

The Superintendent or designee will establish regulations governing the conduct of students, traveling to and from Oracle School District. In establishing these regulations, the Superintendent or designee may consult with student or staff committees. In addition to compliance with regulations established by the Superintendent or designee, students are expected to obey all rules and regulations adopted by the Board, and to obey any order given by a member of the faculty or staff members relating to school activities.

A student shall be defined as any person who is enrolled in an educational program provided by or approved by OSD and carried on in premises owned or controlled by OSD.

Students shall not engage in improper behavior, including but not limited to the following:

- Any conduct intended to obstruct, disrupt, or interfere with teaching, research, service, administrative or disciplinary functions, or any activity sponsored or approved by the OSD Board.
- Threatening an educational institution by interference with or disruption of the school per A.R.S. 13-2911 and 15-841.
- Physical abuse of or threat of harm to any person on OSD owned or controlled property or at OSD-sponsored or supervised functions.
- Damage or threat of damage to property of OSD, regardless of the location, or to property of a member of the community or a visitor to the school, when such property is located on OSD controlled premises.
- Forceful or unauthorized entry to or occupation of OSD facilities, including both buildings and grounds.
- Unlawful use, possession, distribution, or sale of tobacco, alcohol, or drugs or other illegal

contraband on OSD property or at OSD- sponsored functions.

- Conduct or speech that violates commonly accepted standards of OSD and that, under the circumstances, has no redeeming social value.
- Failure to comply with the lawful directions of OSD officials or any other law enforcement officers acting in performance of their duties, and failure to identify themselves to such officials or officers when lawfully requested to do so.
- Knowingly committing a violation of OSD rules and regulations.

Proof that an alleged violator has a reasonable opportunity to become aware of such rules and regulations shall be sufficient proof that the violation was done knowingly.

- Engaging in any conduct constituting a breach of any federal, state, or city law or duly adopted policy of the OSD Board.
- Carrying or possessing a weapon on OSD grounds.

In addition to the general rules set forth above, students shall be expected to obey all policies and regulations focusing on student conduct adopted by the OSD Board. Students shall not engage in any activities prohibited herein, nor shall they refuse to obey any order given by a member of the faculty or employee who is attempting to maintain public order.

Any student who violates these policies and regulations may be subject to discipline, in addition to other civil and criminal prosecution. These punishments may be in addition to any customary discipline that OSD presently dispenses.

Local law enforcement shall be notified by the Superintendent or designee regarding any suspected crimes against a person or property that is a serious offense as defined in 15-341, involves a deadly weapon or dangerous instrument or that could pose a threat of death or serious injury to staff, students or others on OSD property.

The authority of the Superintendent or designee to establish regulations covering students may be delegated to Principals/Directors for their individual schools.

### **Discipline Policy**

Students at Oracle School District have the right to a quality education free from unnecessary disruptions and distractions. Effective and appropriate learning occurs more readily in a school environment free from behavioral problems. The entire school community (parents, students, school personnel, and community members) share in the responsibility for maintenance of a positive campus climate. The administration, teaching staff, and other school personnel have the responsibility to determine when a student's behavior is inappropriate, disruptive, or in violation of school rules/regulations or policy. OSD's policies and procedures will apply to all students traveling to, attending, and returning from school, and while visiting another school or at a school-sanctioned activity and may be imposed if the behavior affects the school order.

### **Due Process**

Any student who is involved in disciplinary action is entitled to due process. A student whose behavior is alleged to violate the school's rules may be referred to the administration. In every such incident, a written report/referral specifying the violation must be prepared by the person initiating the referral. The student will be informed of the charges against him/her. He/she will then have the opportunity to respond verbally to these charges. The administration will then waive or assign the appropriate penalty as established by the discipline policy.

### **Off-Campus Behavior**

A.R.S. § 15-843 requires the Governing Board of this district to prescribe rules for the discipline, suspension and expulsion of pupils, and those rules shall include procedures for dealing with pupils who have committed or who are believed to have committed a crime. This statute does not include any limitation that a student's crime need be committed on-campus for the student to be subject to discipline, suspension, or expulsion. See Op. Atty. Gen. No. 189-096. AG Opinion 189-096 on A.R.S 15-843 "makes no distinction as to the location of a crime a pupil committed or is believed to have committed". Thus, our district holds authority to discipline students whose presence in school is considered to be a threat to the moral well-being of other students or such conduct that interferes with the health, well-being, and safety of other students.

### **Violation of a Local, State, or Federal Law**

In addition to school rules/regulations or policy, a student shall not violate any Federal, State, or Local law. A.R.S. 15-341 requires schools and school employees to report to local law enforcement any suspected crime against a person or property that is a serious offense or that involves a deadly weapon or dangerous instrument or serious physical injury and any conduct that poses threat of death or serious physical injury to employees, students or anyone on school property. A.R.S. 13-3620 requires school employees who reasonably believe that a minor has been the victim of child abuse, physical injury, or neglect to immediately make a report to law enforcement or Department of Child Safety.

### **Interviews, Searches, and Law Enforcement Notification**

Pursuant to Policy, "OSD's goals are to protect and observe the legal rights of students, to deal with students in matters of discipline in a just and constructive manner, and to provide for the safety, health, and welfare of students".

School officials may question students regarding matters incident to school without limitation." Police may be notified for specific infractions that may be in violation of the criminal code. Law enforcement officials or police may interview a student without a school official present and without parent contact if law enforcement deems it necessary. "School officials have the right to search and seize property, including school property temporarily assigned to students, when there is a reason to believe that some material or matter detrimental to health, safety, and welfare of the student(s) exists. Disrobing of a student is overly intrusive for purposes of most student searches and is improper without express concurrence from School District counsel.

Items provided by the District for storage (e.g., lockers, desks) or personal items are provided as a

convenience to the student but remain the property of the school and are subject to its control and supervision. Students have no reasonable expectancy of privacy, and lockers, desks, storage areas, et cetera, may be inspected at any time with or without reason, or with or without notice, by school personnel."

Abuse of a teacher or other school employee while performing official duties is a criminal violation of Arizona Law A.R.S 15-507

### **Suspension**

"Suspension" means the temporary withdrawal of the privilege of attending school for a specific period of time. The policy of OSD Schools, which relates to student suspension, is in accordance with Arizona Revised Statute 15-843 which reads in part "...the authority to suspend a pupil from school is vested in the superintendent, principal, or other school officials granted this power by the Governing Board of the school district. During suspensions, students are not permitted on district property or at district functions."

### **Expulsion**

"Expulsion" means the permanent withdrawal of the privilege of attending school unless the Governing Board reinstates the privilege. Expulsion of a student from a district school is a discretionary power of the Governing Board under the provision of A.R.S. 15-341, 15-342, and 15-843. The Board alone has the authority to exercise the power of expulsion of a student from the schools. The District Hearing Officer has the authority to recommend expulsion to the Board.

### **Seclusion and Restraint**

1. "Restraint" means any method or device that immobilizes or reduces the ability of a pupil to move the pupil's torso, arms, legs or head freely, including physical force or mechanical devices. Restraint does not include any of the following:

(a) Methods or devices implemented by trained school personnel or used by a pupil for the specific and approved therapeutic or safety purposes for which the method or device is designed and, if applicable, prescribed.

(b) The temporary touching or holding of the hand, wrist, arm, shoulder or back for the purpose of inducing a pupil to comply with a reasonable request or to go to a safe location.

(c) The brief holding of a pupil by one adult for the purpose of calming or comforting the pupil.

(d) Physical force used to take a weapon away from a pupil or to separate and remove a pupil from another person when the pupil is engaged in a physical assault on another person.

2. "School" means a school district, a charter school, a public or private special education school that provides services to pupils placed by a public school, the Arizona state schools for the deaf and the blind and a private school.

3. "Seclusion" means the involuntary confinement of a pupil alone in a room from which egress is

prevented. Seclusion does not include the use of a voluntary behavior management technique, including a timeout location, as part of a pupil's education plan, individual safety plan, behavioral plan or individualized education program that involves the pupil's separation from a larger group for purposes of calming.

### **Surveys**

Requires written informed consent from a parent prior to the administration of surveys that investigate the attitudes, behaviors, beliefs, experiences, opinions or thoughts of a pupil or group of pupils. A written notice will be provided and informed consent obtained for any specific survey that becomes a part of the pupil's permanent education records and solicits personal information.

### **Student Conduct and Violations**

Displayed below is a guide to the probable disciplinary measures that may be taken in the event of student misbehavior. Absence from the list of additional misbehaviors that may occur does not preclude disciplinary action from being taken on those misbehaviors, nor does it imply limitations to the disciplinary action.

The actual discipline determined for a given violation will be based upon consideration of a variety of factors, which will include but are not limited to: the age of the student; the frequency, type, and magnitude of previous misbehaviors by the student; aggravating circumstances associated with the incident; the relative severity of the event; whether the student's behavior violated civil or criminal laws; the degree to which the incident interferes with the educational process; the extent of endangerment to the student, other persons, and property created by the event; special intellectual, psychological, emotional, environmental, and physical characteristics of the student; the student's attitude concerning the event; and the expressed intent concerning the student's own future behavior.

## **Code of Conduct Violations and Consequences**

### **After-School Detention**

Teachers and administration may utilize After School Detention as a consequence for violations to the Code of Conduct. Failure to report to After School Detention as assigned will be considered insubordination and will result in further disciplinary action. Teachers will follow their site designated procedures before referring a student for not attending after-school school detention. Students who reach a "3" on the behavior tracking sheet will report to after school detention. After School Detention is from 2:45 – 3:45 PM on Monday, Wednesday and Thursday.

### **Alternative to Suspension Program**

Mountain Vista students may be assigned to our Alternative to Suspension Program (ASP) in lieu of suspension. Students assigned to ASP must adhere to strict guidelines and behavioral requirements. Students who are assigned ASP may be required to complete assignments that focus on positive

behavior and align with PBIS. Students will not be allowed to complete work on their Chromebook while in ASP.

#### **Attendance Contract**

Following a parent conference/notification, an attendance contract will be established and will be signed by both parent and student.

#### **Behavioral Contract**

Following a parent conference/notification, a behavioral contract is established and will be signed by both parent and student.

#### **Bullying Contract**

Following a parent conference/notification, a behavioral contract is established and will be signed by both parent and student.

#### **Campus Duty**

Students who violate school rules may be assigned campus duty as an alternative to suspension. Administration reserves the right to assign based on Code of Conduct infraction.

#### **Conference w/Parent**

Parents are notified of this conference by telephone, personal contact, letter or certified letter. A conference is held with the student, the parents, appropriate school personnel and/or any other individuals concerned.

#### **Conference w/Student**

A formal conference is held between the student and one or more school official(s). During this conference, the student must agree to correct the inappropriate behavior.

#### **Expulsion**

The student is informed immediately that he/she is subject to expulsion and the due process procedure is explained. The student's parent/legal guardian is also notified by telephone and suspension letter that the student is subject to expulsion. Additional notification, which includes clear instructions regarding due process procedure, is mailed to the parent/legal guardian via certified mail. An expulsion does not become effective until the due process hearing has been completed.

#### **Long-Term Suspension (up to one year)**

As directed by Governing Board policy, school administrators may recommend Long-Term suspension for serious discipline issues. This recommendation is forwarded to the Superintendent. Students who receive a Long-Term suspension will not be permitted to make up class work while on suspension.

#### **Lunch Detention**

Teachers and administration may utilize lunch detention as a consequence for violations to the Code of Conduct. Failure to report to lunch detention as assigned will be considered insubordination and will

result in further disciplinary action.

#### **Removal from Class (based on site availability)**

The student is removed from one or more class periods and could be suspended to home.

#### **Short- term Suspension (10 days or less)**

Students in violation of school rules may receive off-campus suspension for their breach of the Code of Conduct. If suspended, students are removed from classes and assigned to a parent/guardian for the period of time specified by school administration. During suspension, students are not permitted on campus and will not participate in any school activities. Students may be required to attend a meeting with site administration prior to returning to campus. Teachers are not required to present suspended students with classwork during the period of their suspension, but are required to provide the work when the student returns. Students are afforded an equal number of days to make-up missed work as suspension. (i.e. two days of suspension equates to two days to make up work. Short-term suspensions cannot be appealed.

#### **Discipline Procedures**

The following chart shows the minimum and maximum range of disciplinary action that will be taken for each problem area. These statements are guidelines only and do not limit the judgment of the administrator who must assess the situation and the student's behavior history. School rules apply and students are subject to discipline including, but not limited to, the following: (1) any school activity/event, home or away, day or night; (2) to and from school or school activity, including bus stops; (3) in classrooms, on campus or on any district property.

Notes: The use of commas in the Minimum and Maximum columns below indicate "and/or" and are dependent on the infraction and use of progressive discipline. Violations noted with \* are reported to the Arizona Department of Education. Violations noted with \*\* are additionally reported to local law enforcement.

#### **Categories of Misconduct and Levels of Possible Consequences**

| Violation and Definition                                                                                      | Minimum                                                                                                                                                                        | Maximum                                                                                                    |
|---------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|
| <b>Academic</b>                                                                                               |                                                                                                                                                                                |                                                                                                            |
| <b>Cheating:</b> Wrongfully securing and/or using information or assisting others to do so, including online. | <u>K-3:</u> Warning, Conference, loss of credit on assignment<br><u>4-6:</u> Loss of credit, Detention, 1-3 Days ASP<br><u>7-8:</u> Loss of credit and detention, 1-3 Days ASP | <u>K-3:</u> Detention, 1-3 Days ASP<br><u>4-6:</u> 4-8 Days ASP<br><u>7-8:</u> 4-10 Days ASP, 1-5 Days OSS |
| <b>Forgery:</b> Falsely and fraudulently making or altering a document, writing                               | <u>K-3:</u> Warning, Conference, loss of credit                                                                                                                                | <u>K-3:</u> Detention, 1-3 Days ASP                                                                        |

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| or using the signature or initials of another person, including online.                                                                                                                                                                                                                     | on assignment<br><u>4-6:</u> Detention, 1-3 Days ASP<br><u>7-8:</u> Academic Contract, 1-3 Days ASP                                                                                          | <u>4-6:</u> 4-10 Days ASP<br><u>7-8:</u> 4-10 Days ASP, 1-5 Days OSS                                                                                                     |
| <b>Lying, False Reporting:</b> To make an untrue statement with the intent to deceive, to create a false or misleading.                                                                                                                                                                     | <u>K-3:</u> Warning, Conference, loss of credit on assignment<br><u>4-6:</u> Detention, 1-3 Days ASP<br><u>7-8:</u> Academic Contract, 1-3 Days ASP                                          | <u>K-3:</u> Detention, 1-3 Days ASP<br><u>4-6:</u> 4-10 Days ASP<br><u>7-8:</u> 4-10 Days ASP, 1-5 Days OSS                                                              |
| <b>Plagiarism:</b> To steal and pass off the ideas or words of another as one's own.                                                                                                                                                                                                        | <u>K-3:</u> Warning, Conference, loss of credit on assignment<br><u>4-6:</u> Detention, 1-3 Days ASP<br><u>7-8:</u> Academic Contract, 1-3 Days ASP                                          | <u>K-3:</u> Detention, 1-3 Days ASP<br><u>4-6:</u> 4-10 Days ASP<br><u>7-8:</u> 4-10 Days ASP, 1-5 Days OSS                                                              |
| <b>Aggression</b>                                                                                                                                                                                                                                                                           |                                                                                                                                                                                              |                                                                                                                                                                          |
| Aggravated Assault **: An assault in which a person causes serious physical injury to another, or an assault on a peace officer, teacher or other employee of the school                                                                                                                    | <u>K-3:</u> 5-10 Days ASP<br><u>4-6:</u> 5-9 Days OSS, Long-Term Suspension<br><u>7-8:</u> 9 Days OSS, Long-Term Suspension                                                                  | <u>K-3:</u> OSS, Long-Term Suspension, Expulsion<br><u>4-6:</u> Long-Term Suspension, Expulsion<br><u>7-8:</u> Long-Term Suspension, Expulsion                           |
| Assault **: Intentionally, knowingly or recklessly causing any physical injury to another person; intentionally placing another person in reasonable apprehension of imminent physical injury or knowingly touching another person with the intent to injure, insult or provoke the person. | <u>K-3:</u> 5-10 Days ASP, Behavior Contract, Bully Contract<br><u>4-6:</u> 5-10 Days ASP, Behavior Contract, Bully Contract<br><u>7-8:</u> 5-10 Days ASP, Behavior Contract, Bully Contract | <u>K-3:</u> 1-9 Days OSS, Long-Term Suspension<br><u>4-6:</u> 5-9 Days OSS, Long-Term Suspension, Expulsion<br><u>7-8:</u> 5-9 Days OSS, Long-Term Suspension, Expulsion |
| Disorderly Conduct: Intent to disturb the peace or quiet of others.                                                                                                                                                                                                                         | <u>K-3:</u> Conference, Detention, 1-3 Days ASP<br><u>4-6:</u> Detention, 1-3 Days ASP, Behavior Contract<br><u>7-8:</u> 1-3 Days ASP, Behavior Contract                                     | <u>K-3:</u> 3-5 Days ASP, Behavior Contract<br><u>4-6:</u> 3-5 Days ASP or OSS<br><u>7-8:</u> 3-5 Days ASP or OSS                                                        |
| Endangerment *: Recklessly endangering another person with a substantial risk of imminent physical injury.                                                                                                                                                                                  | <u>K-3:</u> 1-3 Days ASP, Behavior Contract<br><u>4-6:</u> 1-5 Days ASP, Behavior Contract<br><u>7-8:</u> 5-10 Days ASP, Behavior Contract                                                   | <u>K-3:</u> 3-10 Days ASP<br><u>4-6:</u> 5-9 Days ASP or OSS, Long-Term Suspension<br><u>7-8:</u> 5-9 Days OSS, Long-Term Suspension, Expulsion                          |
| Fighting *: Mutual participation in an incident involving physical violence, where there is not major injury.                                                                                                                                                                               | <u>K-3:</u> 1-3 Days ASP, Behavior Contract<br><u>4-6:</u> 1-5 Days ASP, Behavior Contract<br><u>7-8:</u> 5-10 Days ASP, Behavior Contract                                                   | <u>K-3:</u> 3-9 Days ASP, OSS<br><u>4-6:</u> 5-9 Days ASP or OSS, Long-Term Suspension<br><u>7-8:</u> 5-9 Days OSS, Long-Term                                            |

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|                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                       | Suspension, Expulsion                                                                                                |
| Minor Aggressive Acts/ Verbal Altercation/Argument: Non-serious but inappropriate physical contact, i.e., hitting, poking, pulling, pinching or pushing, running in the building/hallways, pulling a chair from underneath another person, or other behaviors that demonstrate low level hostile behaviors. | <u>K-3</u> : Conference, Detention, 1-3 Days ASP<br><u>4-6</u> : Detention, 1-3 Days ASP, Behavior Contract<br><u>7-8</u> : 1-3 Days ASP, Behavior Contract                                                                                           | <u>K-3</u> : 3-5 Days ASP, Behavior Contract<br><u>4-6</u> : 3-5 Days ASP or OSS<br><u>7-8</u> : 3-5 Days ASP or OSS |
| Recklessness: Unintentional, careless behavior that may pose a safety or health risk for others.                                                                                                                                                                                                            | <u>K-3</u> : Conference, Detention<br><u>4-6</u> : Detention, 1-3 Days ASP, Behavior Contract<br><u>7-8</u> : Detention, 1-3 Days ASP, Behavior Contract                                                                                              | <u>K-3</u> : 1-3 Days ASP<br><u>4-6</u> : 3-5 Days ASP or OSS<br><u>7-8</u> : 3-5 Days ASP or OSS                    |
| Instigation/Provocation: Use of language or gestures that may incite. (Written, verbal, electronic, or gestured)                                                                                                                                                                                            | <u>K-3</u> : Conference, Detention, ASP<br><u>4-6</u> : Detention, 1-3 Days ASP, Behavior Contract<br><u>7-8</u> : Detention, 1-3 Days ASP, Behavior Contract                                                                                         | <u>K-3</u> : 1-3 Days ASP<br><u>4-6</u> : 3-5 Days ASP or OSS<br><u>7-8</u> : 3-5 Days ASP or OSS                    |
| <b>Alcohol, Tobacco, and Other Drugs</b>                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                       |                                                                                                                      |
| Alcohol Possession **: The possession of alcohol.                                                                                                                                                                                                                                                           | <u>K-3</u> : 5-10 Days ASP<br><u>4-6</u> : 5-9 Days OSS<br><u>7-8</u> : 5-9 Days OSS                                                                                                                                                                  | <u>K-3</u> : 1-9 Days OSS<br><u>4-6</u> : Long-Term Suspension<br><u>7-8</u> : Long-Term Suspension                  |
| Alcohol Sale/Distribution or Intent to Distribute **: Sale or intent to sell or distribute alcoholic substance or substances represented as alcohol.                                                                                                                                                        | <u>K-3</u> : 5-10 Days ASP<br><u>4-6</u> : 5-9 Days OSS<br><u>7-8</u> : 5-9 Days OSS                                                                                                                                                                  | <u>K-3</u> : 1-9 Days OSS<br><u>4-6</u> : Long-Term Suspension<br><u>7-8</u> : Long-Term Suspension                  |
| Alcohol Share *: Share means the act of giving alcohol, including passing of alcohol from one person to another.                                                                                                                                                                                            | <u>K-3</u> : 5-10 Days ASP<br><u>4-6</u> : 5-9 Days OSS<br><u>7-8</u> : 5-9 Days OSS                                                                                                                                                                  | <u>K-3</u> : 1-9 Days OSS<br><u>4-6</u> : Long-Term Suspension<br><u>7-8</u> : Long-Term Suspension                  |
| Alcohol Use **: The use of or being under the influence of alcohol.<br><br>Board Policy                                                                                                                                                                                                                     | <u>K-3</u> : 5-10 Days ASP<br><u>4-6</u> : 5-9 Days OSS<br><u>7-8</u> : 5-9 Days OSS                                                                                                                                                                  | <u>K-3</u> : 1-9 Days OSS<br><u>4-6</u> : Long-Term Suspension<br><u>7-8</u> : Long-Term Suspension                  |
| <b>Drugs</b>                                                                                                                                                                                                                                                                                                | To include inhalants, prescription drugs (not prescribed to the student who has it), over-the-counter drugs, illicit drugs, synthetic, counterfeit, or imitation drugs, drug paraphernalia, substances or unknown drugs represented as illicit drugs. |                                                                                                                      |

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| Drug Paraphernalia: All equipment, products, and materials of any kind which are used, intended for use, or designed for use in growing, manufacturing, producing, packaging, concealing, injecting, ingesting, inhaling, or otherwise introducing a drug into the human body                                               | <u>K-3</u> : 5-10 Days ASP<br><u>4-6</u> : 5-9 Days OSS<br><u>7-8</u> : 5-9 Days OSS | <u>K-3</u> : 1-9 Days OSS, Long-Term Suspension<br><u>4-6</u> : Long-Term Suspension<br><u>7-8</u> : Long-Term Suspension                                |
| Drug Look-a-Like/Over-the-Counter: The distribution, possession, sale, or use of imitation, look-a-like, prescription, over-the-counter medicine or drugs, substances represented as an illicit drug, unknown drug, or other drugs (e.g. bath salts, synthetic marijuana, e-cigarette, nicotine, nicotine delivery devices) | <u>K-3</u> : 5-10 Days ASP<br><u>4-6</u> : 5-9 Days OSS<br><u>7-8</u> : 5-9 Days OSS | <u>K-3</u> : 1-9 Days OSS<br><u>4-6</u> : Long-Term Suspension<br><u>7-8</u> : Long-Term Suspension                                                      |
| Drug Possession **: The possession or purchase of drugs (including vape pens containing drugs).                                                                                                                                                                                                                             | <u>K-3</u> : 10 Days ASP<br><u>4-6</u> : 9 Days OSS<br><u>7-8</u> : 9 Days OSS       | <u>K-3</u> : 1-9 Days OSS, Long-Term Suspension<br><u>4-6</u> : Long-Term Suspension, Expulsion<br><u>7-8</u> : Long-Term Suspension, Expulsion          |
| Drug Sale/Distribution or Intent to Distribute **: Sale, distribution of, or the intent to sell, distribute, or manufacture drugs (including vape pens containing drugs).                                                                                                                                                   | <u>K-3</u> : 9 Days OSS<br><u>4-6</u> : 9 Days OSS<br><u>7-8</u> : 9 Days OSS        | <u>K-3</u> : 9 Days OSS, Long-Term Suspension, Expulsion<br><u>4-6</u> : Long-Term Suspension, Expulsion<br><u>7-8</u> : Long-Term Suspension, Expulsion |
| Drug Share ** Share means the act of giving drugs, including passing of drugs from one person to another (including vape pens containing drugs).                                                                                                                                                                            | <u>K-3</u> : 10 Days ASP<br><u>4-6</u> : 9 Days OSS<br><u>7-8</u> : 9 Days OSS       | <u>K-3</u> : 1-9 Days OSS, Long-Term Suspension<br><u>4-6</u> : Long-Term Suspension, Expulsion<br><u>7-8</u> : Long-Term Suspension, Expulsion          |
| Drug Use **: The use of or being under the influence of drugs (including vape pens containing drugs).                                                                                                                                                                                                                       | <u>K-3</u> : 10 Days ASP<br><u>4-6</u> : 9 Days OSS<br><u>7-8</u> : 9 Days OSS       | <u>K-3</u> : 1-9 Days OSS, Long-Term Suspension<br><u>4-6</u> : Long-Term Suspension, Expulsion<br><u>7-8</u> : Long-Term Suspension, Expulsion          |
| Tobacco Possession *: Possession of tobacco substances, products, or substances represented as tobacco, including vape pens or e-cigarettes.                                                                                                                                                                                | <u>K-3</u> : 5-9 Days ASP<br><u>4-6</u> : 3-5 Days OSS<br><u>7-8</u> : 3-5 Days OSS  | <u>K-3</u> : 5-9 Days OSS, Long-Term Suspension<br><u>4-6</u> : 5-10 Days OSS, Long-Term Suspension<br><u>7-8</u> : 5-10 Days OSS, Long-Term Suspension  |
| Tobacco Sale/Distribution or Intent to Distribute ** Sale or distribution or the                                                                                                                                                                                                                                            | <u>K-3</u> : 5-9 Days ASP                                                            | <u>K-3</u> : 5-9 Days OSS, Long-Term                                                                                                                     |

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| intent to distribute tobacco substances, products, or substances represented as tobacco, including vape pens or e-cigarettes.                                                                                               | <u>4-6:</u> 3-5 Days OSS<br><u>7-8:</u> 3-5 Days OSS                                                                                                  | Suspension<br><u>4-6:</u> 5-10 Days OSS, Long-Term Suspension<br><u>7-8:</u> 5-10 Days OSS, Long-Term Suspension                                                              |
| Tobacco Share *: Share means the act of giving tobacco including passing of tobacco from one person to another, including vape pens or e-cigarettes.                                                                        | <u>K-3:</u> 5-9 Days ASP<br><u>4-6:</u> 3-5 Days OSS<br><u>7-8:</u> 3-5 Days OSS                                                                      | <u>K-3:</u> 5-9 Days OSS, Long-Term Suspension<br><u>4-6:</u> 5-10 Days OSS, Long-Term Suspension<br><u>7-8:</u> 5-10 Days OSS, Long-Term Suspension                          |
| Tobacco Use **: The use of any tobacco product.                                                                                                                                                                             | <u>K-3:</u> 5-9 Days ASP<br><u>4-6:</u> 3-5 Days OSS<br><u>7-8:</u> 3-5 Days OSS                                                                      | <u>K-3:</u> 5-9 Days OSS, Long-Term Suspension<br><u>4-6:</u> 5-10 Days OSS, Long-Term Suspension<br><u>7-8:</u> 5-10 Days OSS, Long-Term Suspension                          |
| Arson                                                                                                                                                                                                                       |                                                                                                                                                       |                                                                                                                                                                               |
| Arson of Occupied Structure **: The attempt or intention to burn a building, structure, or property that is occupied.                                                                                                       | <u>K-3:</u> 10 Days ASP, OSS<br><u>4-6:</u> 9 Days OSS<br><u>7-8:</u> 9 Days OSS                                                                      | <u>K-3:</u> 1-9 Days OSS, Long-Term Suspension<br><u>4-6:</u> Long-Term Suspension, Expulsion<br><u>7-8:</u> Long-Term Suspension, Expulsion                                  |
| Arson of Structure or Property **: The attempt to or intention to burn a building, structure, or property.                                                                                                                  | <u>K-3:</u> 10 Days ASP, OSS<br><u>4-6:</u> 9 Days OSS<br><u>7-8:</u> 9 Days OSS                                                                      | <u>K-3:</u> 1-9 Days OSS, Long-Term Suspension<br><u>4-6:</u> Long-Term Suspension, Expulsion<br><u>7-8:</u> Long-Term Suspension, Expulsion                                  |
| Attendance Policy                                                                                                                                                                                                           |                                                                                                                                                       |                                                                                                                                                                               |
| Ditching/Unexcused Absence: Any absence from school or class that has not been excused.<br><br>*Guardian, Students, Teacher and Principal will hold a conference if a student has absences reaching 10% of the school year. | <u>K-3:</u> Conference, Detention<br><u>4-8:</u> Parent Conference, After School Detention, Loss of extracurricular activities, 1-3 Days ASP          | <u>K-3:</u> Parent Conference, Attendance Contract, 1-3 Days ASP<br><u>4-8:</u> Attendance Contract, After School Detention, Loss of extracurricular activities, 1-5 Days ASP |
| Leaving Classroom/School Grounds without Permission: Leaving school grounds or being in an "out of bounds" area during the regular school hours without permission.                                                         | <u>K-3:</u> Conference, Detention<br><u>4-6:</u> Parent Conference, Detention, 1-3 Days ASP<br><u>7-8:</u> Parent Conference, Detention, 1-3 Days ASP | <u>K-3:</u> Parent Conference, Attendance Contract, 1-3 Days ASP<br><u>4-6:</u> Attendance Contract, 1-5 Days ASP<br><u>7-8:</u> Attendance Contract, 1-5 Days ASP            |

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| Other Attendance Violation: Any other attendance violation including excessive excused absences.                                                                                                                                                                                                                           | <u>K-3</u> : Conference, Detention<br><u>4-8</u> : Parent Conference, After School Detention, Loss of extracurricular activities, 1-3 Days ASP                                                                                                                                                         | <u>K-3</u> : Parent Conference, Attendance Contract, 1-3 Days ASP<br><u>4-8</u> : Attendance Contract, After School Detention, Loss of extracurricular activities, 1-5 Days ASP |
| Tardy: Unexcused lateness to class or arriving to school late.                                                                                                                                                                                                                                                             | <u>K-8</u> : 3 tardies = 1 day of lunch detention                                                                                                                                                                                                                                                      | <u>K-3</u> : Parent Conference, Attendance Contract, 1-3 Days ASP<br><u>4-6</u> : Attendance Contract, 1-5 Days ASP<br><u>7-8</u> : Attendance Contract, 1-5 Days ASP           |
| Dangerous Item                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                 |
| Dangerous Items/Simulated Firearm *<br>Possession or use of:<br><br>Air Soft Gun<br>BB Gun<br>Knife with a blade less than 4.5 inches<br>Laser Pointer<br>Letter Opener<br>Mace<br>Other Dangerous Item(s)<br>Paintball Gun<br>Razor Blade or Box Cutter<br>Simulated Knife<br>Taser or Stun Gun<br>Tear Gas               | <u>K-3</u> : Item will be confiscated.<br>Parent/Student Conference, 5-10 Days ASP<br><br><u>4-6</u> : Item will be confiscated.<br>Parent/Student Conference, 5-10 Days ASP or 5-9 Days OSS<br><br><u>7-8</u> : Item will be confiscated.<br>Parent/Student Conference, 5-10 Days ASP or 5-9 Days OSS | <u>K-3</u> : 9 Days OSS, Long-Term Suspension, Expulsion<br><br><u>4-6</u> : Long-Term Suspension, Expulsion<br><br><u>7-8</u> : Long-Term Suspension, Expulsion                |
| Firearms (including destructive devices)<br>**: Possession or use of loaded or unloaded, operable or inoperable:<br>Destructive Device (bomb or grenade)<br>Handgun or Pistol<br>Other Firearm(s) or destructive device(s)<br>Shotgun or Rifle<br>Starter Gun                                                              | <u>K-3</u> : 9 Days OSS<br><u>4-6</u> : 9 Days OSS<br><u>7-8</u> : 9 Days OSS                                                                                                                                                                                                                          | <u>K-3</u> : Long-Term Suspension, Expulsion<br><u>4-6</u> : Long-Term Suspension, Expulsion<br><u>7-8</u> : Long-Term Suspension, Expulsion                                    |
| Other Weapons **: Possession or use of: • Billy club • Brass Knuckles • Knife with a blade of at least 4.5 inches • Nunchakus • Other Weapon(s)                                                                                                                                                                            | <u>K-3</u> : 9 Days OSS<br><u>4-6</u> : 9 Days OSS<br><u>7-8</u> : 9 Days OSS                                                                                                                                                                                                                          | <u>K-3</u> : Long-Term Suspension, Expulsion<br><u>4-6</u> : Long-Term Suspension, Expulsion<br><u>7-8</u> : Long-Term Suspension, Expulsion                                    |
| Harassment, Bullying, Threat, or Intimidation                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                 |
| Bullying/Cyberbullying *: Acts of intimidation and/or harassment that have the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm, is sufficiently severe and persistent, involves an imbalance of power. Bullying may be verbal, written or physical. | <u>K-3</u> : Bully Contract, 1-5 Days ASP<br><u>4-6</u> : Bully Contract, 1-9 Days ASP<br><u>7-8</u> : Bully Contract, 1-9 Days ASP                                                                                                                                                                    | <u>K-3</u> : 5-9 Days ASP, 1-5 Days OSS<br><u>4-6</u> : 5-9 Days OSS, Long-Term Suspension<br><u>7-8</u> : 5-9 Days OSS, Long-Term Suspension                                   |

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| Cyberbullying is, but not limited to, an act of bullying committed by use of electronic technology including social media.                                                                                                                                                                                                                                                                                  |                                                                                                                                                          |                                                                                                                                               |
| Harassment, Nonsexual *: Communication with another person anonymously or by verbal, electronic, mechanical, telegraphic or written means with the intent to harass based on and/or motivated by race, ethnicity, religion, national origin or disability. Harassment may include but is not limited to social exclusion, name calling, unwanted physical contact and unwelcome verbal or written comments. | <u>K-3</u> : Conference, Behavior Contract, 1-5 Days ASP<br><u>4-6</u> : 1-5 Days ASP<br><u>7-8</u> : 1-5 Days ASP                                       | <u>K-3</u> : 5-9 Days ASP, 1-5 Days OSS<br><u>4-6</u> : 5-9 Days OSS, Long-Term Suspension<br><u>7-8</u> : 5-9 Days OSS, Long-Term Suspension |
| Hazing *: Any activities that can be considered any type of initiation of another student.                                                                                                                                                                                                                                                                                                                  | <u>K-3</u> : Conference, Behavior Contract, 1-5 Days ASP<br><u>4-6</u> : Behavior Contract, 1-5 Days ASP<br><u>7-8</u> : Behavior Contract, 1-5 Days ASP | <u>K-3</u> : 5-9 Days ASP, 1-5 Days OSS<br><u>4-6</u> : 5-9 Days OSS, Long-Term Suspension<br><u>7-8</u> : 5-9 Days OSS, Long-Term Suspension |
| Intimidation *: Intentional use of language or conduct to frighten, attempt to frighten, or coerce another person into submission or obedience.                                                                                                                                                                                                                                                             | <u>K-3</u> : Conference, Behavior Contract, 1-5 Days ASP<br><u>4-6</u> : Behavior Contract, 1-5 Days ASP<br><u>7-8</u> : Behavior Contract, 1-5 Days ASP | <u>K-3</u> : 5-9 Days ASP, 1-5 Days OSS<br><u>4-6</u> : 5-9 Days OSS, Long-Term Suspension<br><u>7-8</u> : 5-9 Days OSS, Long-Term Suspension |
| Threat *: Communication by language or conduct to make or attempt to make another person fearful of physical injury. May require a Threat Assessment to be conducted by school personnel                                                                                                                                                                                                                    | <u>K-3</u> : Conference, Behavior Contract, 1-5 Days ASP<br><u>4-6</u> : Behavior Contract, 1-5 Days ASP<br><u>7-8</u> : Behavior Contract, 1-5 Days ASP | <u>K-3</u> : 5-9 Days ASP, 1-5 Days OSS<br><u>4-6</u> : 5-9 Days OSS, Long-Term Suspension<br><u>7-8</u> : 5-9 Days OSS, Long-Term Suspension |
| Other School Policies                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                          |                                                                                                                                               |
| Combustibles: Student is in possession of substance or object that is readily capable of causing bodily harm or property damage, (i.e., matches, lighters, poppers, firecrackers, gasoline, and lighter fluid.)                                                                                                                                                                                             | <u>K-3</u> : Confiscation, 1-3 Days ASP<br><u>4-6</u> : Confiscation, 1-5 Days ASP<br><u>7-8</u> : Confiscation, 1-5 Days ASP                            | <u>K-3</u> : 5-9 Days ASP, 1-5 Days OSS<br><u>4-6</u> : 5-9 Days OSS, Long-Term Suspension<br><u>7-8</u> : 5-9 Days OSS, Long-Term Suspension |
| Defiance, Disrespect Towards Authority and Non-Compliance: Student engages in refusal to follow directions, talks back, or delivers socially rude                                                                                                                                                                                                                                                           | <u>K-3</u> : Conference, Behavior Contract, Detention, 1-3 Days ASP<br><u>4-6</u> : Behavior Contract, Detention, 1-5 Days ASP                           | <u>K-3</u> : 5-9 Days ASP, 1-5 Days OSS<br><u>4-6</u> : 5-9 Days OSS, Long-Term Suspension<br><u>7-8</u> : 5-9 Days OSS, Long-Term            |

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| interactions.                                                                                                                                                                                                                                                                              | <u>7-8</u> : Behavior Contract, Detention, 1-5 Days ASP                                                                                                                                   | Suspension                                                                                                                                    |
| Disruption: Student engages in behavior causing an interruption in a class or activity. Disruption includes sustained loud talk, yelling, or screaming; noise with materials; horseplay or roughhousing; or sustained out-of-seat behavior.                                                | <u>K-3</u> : Conference, Behavior Contract, Detention, 1-3 Days ASP<br><u>4-6</u> : Behavior Contract, Detention, 1-5 Days ASP<br><u>7-8</u> : Behavior Contract, Detention, 1-5 Days ASP | <u>K-3</u> : 5-9 Days ASP, 1-5 Days OSS<br><u>4-6</u> : 5-9 Days OSS, Long-Term Suspension<br><u>7-8</u> : 5-9 Days OSS, Long-Term Suspension |
| Dress Code: Failure to comply with the school or District's dress code.                                                                                                                                                                                                                    | <u>K-8</u> : Behavior Tracking Sheet and change of clothing or ability to cover clothing.                                                                                                 | <u>K-8</u> : Day in ASP                                                                                                                       |
| Gambling: To play games of chance for money or to bet a sum of money.                                                                                                                                                                                                                      | <u>K-3</u> : Conference, Detention, 1-3 Days ASP<br><u>4-6</u> : Detention, 1-5 Days ASP<br><u>7-8</u> : Detention, 1-5 Days ASP                                                          | <u>K-3</u> : 5-9 Days ASP, 1-5 Days OSS<br><u>4-6</u> : 5-9 Days OSS, Long-Term Suspension<br><u>7-8</u> : 5-9 Days OSS, Long-Term Suspension |
| Insubordination: Refusal to follow direction of school personnel; Delivering socially rude comments or conduct towards school personnel.                                                                                                                                                   | <u>K-3</u> : Conference, Detention, 1-3 Days ASP<br><u>4-6</u> : Conference, Detention, 1-5 Days ASP<br><u>7-8</u> : Detention, 1-5 Days ASP                                              | <u>K-3</u> : 5-9 Days ASP, 1-5 Days OSS<br><u>4-6</u> : 5-9 Days OSS, Long-Term Suspension<br><u>7-8</u> : 5-9 Days OSS, Long-Term Suspension |
| Inappropriate Language or Gestures: Verbal or written messages that include swearing, name-calling, racial, ethnic, or gender slurs, obscenities, vulgarity, or any other use of words in a demining manner. Gestures towards another to offend or communicate in a hostile or sexual way. | <u>K-3</u> : Conference, Detention, 1-3 Days ASP<br><u>4-6</u> : Conference, Detention, 1-5 Days ASP<br><u>7-8</u> : Detention, 1-5 Days ASP                                              | <u>K-3</u> : 5-9 Days ASP, 1-5 Days OSS<br><u>4-6</u> : 5-9 Days OSS, Long-Term Suspension<br><u>7-8</u> : 5-9 Days OSS, Long-Term Suspension |
| Negative Group Affiliation/ Gang Activity/Secret Societies: Specific attitudes and actions of a student that typically share an identity linked to a group which may include using negative symbols, writing, apparel, or behaviors.                                                       | <u>K-3</u> : Conference, Detention, 1-3 Days ASP<br><u>4-6</u> : Detention, 1-5 Days ASP<br><u>7-8</u> : Detention, 3-5 Days ASP                                                          | <u>K-3</u> : 5-9 Days ASP, 1-5 Days OSS<br><u>4-6</u> : 5-9 Days OSS, Long-Term Suspension<br><u>7-8</u> : 5-9 Days OSS, Long-Term Suspension |
| Possession of Contraband: The possession of items that may disrupt the learning environment.                                                                                                                                                                                               | <u>K-3</u> : Conference, Detention, 1-3 Days ASP<br><u>4-6</u> : Detention, 1-5 Days ASP<br><u>7-8</u> : Detention, 1-5 Days ASP                                                          | <u>K-3</u> : 5-9 Days ASP, 1-5 Days OSS<br><u>4-6</u> : 5-9 Days OSS, Long-Term Suspension<br><u>7-8</u> : 5-9 Days OSS, Long-Term Suspension |

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| Probation Violation: Violation of any term or condition of academic and/or disciplinary probation contract assigned by a school administrator.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <u>K-3: Conference, Detention, 1-3 Days ASP</u><br><u>4-6: Detention, 1-5 Days ASP</u><br><u>7-8: Detention, 1-5 Days ASP</u>                                                          | <u>K-3: 5-9 Days ASP, 1-5 Days OSS</u><br><u>4-6: 5-9 Days OSS, Long-Term Suspension</u><br><u>7-8: 5-9 Days OSS, Long-Term Suspension</u>                                  |
| Public Display of Affection: Holding hands, kissing, sexual touching, or other displays of affection                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <u>K-3: Conference, Detention, 1-3 Days ASP</u><br><u>4-6: Detention, 1-3 Days ASP</u><br><u>7-8: Detention, 1-5 Days ASP</u>                                                          | <u>K-3: 5-9 Days ASP</u><br><u>4-6: 5-9 Days ASP or OSS</u><br><u>7-8: 5-9 Days ASP or OSS</u>                                                                              |
| School Threat                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                        |                                                                                                                                                                             |
| Threat/Intimidation/Verbal Abuse of a Staff Member: Statements (verbal or written) or actions, which attempt to threaten or intimidate a staff member (ARS § 15-507: a person who knowingly abuses a teacher or other school employee on school grounds or while the teacher or employee is engaged in the performance of their duties is guilty of a class 3 misdemeanor). Could be considered as a Threat to an Educational Institution. May require a Threat Assessment to be conducted by school personnel.                                                                                                                                                                                                        | <u>K-3: Conference, Behavior Contract, Detention, 1-3 Days ASP</u><br><u>4-6: Behavior Contract, Detention, 1-5 Days ASP</u><br><u>7-8: Behavior Contract, Detention, 1-5 Days ASP</u> | <u>K-3: 5-9 Days ASP, Long-Term Suspension</u><br><u>4-6: 5-9 Days OSS, Long-Term Suspension</u><br><u>7-8: 5-9 Days OSS, Long-Term Suspension</u>                          |
| <p>Threatening an Educational Institution: To interfere with or disrupt an educational institution through threatening statements, including but not limited to:</p> <p>Threatening to cause physical injury to any employee of an educational institution or any person attending an educational institution;</p> <p>Threatening to cause damage to any educational institution, the property of any educational institution, the property of any employee of an educational institution, or the property on any person attending an educational institution;</p> <p>Going on or remaining on the property of any educational institution for the purpose of interfering with or disrupting the lawful use of the</p> | <u>K-3: Conference, Behavior Contract, Detention, 1-3 Days ASP</u><br><u>4-6: Behavior Contract, Detention, 1-5 Days ASP</u><br><u>7-8: Behavior Contract, Detention, 1-5 Days ASP</u> | <u>K-3: 5-9 Days ASP, 1-5 Days OSS, Expulsion</u><br><u>4-6: 5-9 Days OSS, Long-Term Suspension, Expulsion</u><br><u>7-8: 5-9 Days OSS, Long-Term Suspension, Expulsion</u> |

|                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                  |                                                                                                                                                       |
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| property or in any manner as to deny or interfere with the lawful use of the property of others.<br><br>Refusing to obey a lawful order to leave the property of an educational institution. May require a Threat Assessment to be conducted by school personnel.                                                                                                                                                                             |                                                                                                                                                                                  |                                                                                                                                                       |
| Bomb Threat **: Threatening to cause harm using a bomb, dynamite, explosive, or arson-causing device                                                                                                                                                                                                                                                                                                                                          | <u>K-3</u> : 10 Days ASP, 9 Days OSS<br><u>4-6</u> : 9 Days OSS<br><u>7-8</u> : 9 Days OSS                                                                                       | <u>K-3</u> : Long-Term Suspension, Expulsion<br><u>4-6</u> : Long-Term Suspension, Expulsion<br><u>7-8</u> : Long-Term Suspension, Expulsion          |
| Chemical or Biological Threat **: Threatening to cause harm using dangerous chemicals or biological agents.                                                                                                                                                                                                                                                                                                                                   | <u>K-3</u> : 10 Days ASP, 9 Days OSS<br><u>4-6</u> : 9 Days OSS<br><u>7-8</u> : 9 Days OSS                                                                                       | <u>K-3</u> : Long-Term Suspension, Expulsion<br><u>4-6</u> : Long-Term Suspension, Expulsion<br><u>7-8</u> : Long-Term Suspension, Expulsion          |
| Sexual Offenses                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                  |                                                                                                                                                       |
| Harassment, Sexual *: Sexual harassment is unwelcome conduct of a sexual nature that denies or limits a student's ability to participate in or to receive benefits, services, or opportunities in the school's program. It can include unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature. Does not include legitimate nonsexual touching or other nonsexual conduct. | <u>K-3</u> : No Contact Contract, Detention, 5-10 Days ASP<br><u>4-6</u> : Behavior Contract, Detention, 1-5 Days ASP<br><u>7-8</u> : Behavior Contract, Detention, 1-5 Days ASP | <u>K-3</u> : 5-9 Days ASP, Long-Term Suspension<br><u>4-6</u> : 5-9 Days OSS, Long-Term Suspension<br><u>7-8</u> : 5-9 Days OSS, Long-Term Suspension |
| Harassment, Sexual with Contact*                                                                                                                                                                                                                                                                                                                                                                                                              | <u>K-3</u> : No Contact Contract, 10 Days ASP, 9 Days OSS<br><u>4-6</u> : No Contact Contract, 9 Days OSS<br><u>7-8</u> : No Contact Contract, 9 Days OSS                        | <u>K-3</u> : Long-Term Suspension, Expulsion<br><u>4-6</u> : Long-Term Suspension, Expulsion<br><u>7-8</u> : Long-Term Suspension, Expulsion          |
| Indecent Exposure or Public Sexual Indecency *: The intentional exposure of one's private body parts in a manner that gives offense against accepted or prescribed behavior                                                                                                                                                                                                                                                                   | <u>K-3</u> : 1-3 Days ASP<br><u>4-6</u> : 5-10 Days ASP<br><u>7-8</u> : 7-10 Days ASP                                                                                            | <u>K-3</u> : 5-9 Days ASP, 1-5 Days OSS<br><u>4-6</u> : 5-9 Days OSS, Long-Term Suspension<br><u>7-8</u> : 5-9 Days OSS, Long-Term Suspension         |
| Pornography: The possession, distribution, or sale of any pornographic materials.                                                                                                                                                                                                                                                                                                                                                             | <u>K-3</u> : 1-3 Days ASP<br><u>4-6</u> : 5-7 Days ASP<br><u>7-8</u> : 5-7 Days ASP                                                                                              | <u>K-3</u> : 5-9 Days ASP, 1-5 Days OSS<br><u>4-6</u> : 5-9 Days OSS, Long-Term Suspension<br><u>7-8</u> : 5-9 Days OSS, Long-Term                    |

|                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                     |                                                                                                    |
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|                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                     | Suspension                                                                                         |
| Technology                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                     |                                                                                                    |
| Computer/Network Infraction: Any violation of the Electronic Information Services User Agreement.                                                                                                                                                                                                                                                                                                               | <u>K-3</u> : Conference, Detention, Loss of Privilege, Confiscation, 1-3 Days ASP<br><u>4-6</u> : Detention, Loss of Privilege, Confiscation, 1-3 Days ASP<br><u>7-8</u> : Detention, Loss of Privilege, Confiscation, 1-3 Days ASP | <u>K-3</u> : 3-5 Days ASP<br><u>4-6</u> : 3-5 Days ASP or OSS<br><u>7-8</u> : 3-5 Days ASP or OSS  |
| Telecommunication Device: Inappropriate possession or use of an electronic device or “toy” occurs when such device is possessed or used in a way that interferes with the orderly operation of the school or otherwise constitutes disruptive behavior. Electronic devices include without limitation: cell phones, smartphones, smart watches, electronic games, earbuds, media players, tablets, and laptops. | <u>K-3</u> : Conference, Detention, Loss of Privilege, Confiscation, 1-3 Days ASP<br><u>4-6</u> : Detention, Loss of Privilege, Confiscation, 1-3 Days ASP<br><u>7-8</u> : Detention, Loss of Privilege, Confiscation, 1-3 Days ASP | <u>K-3</u> : 3-5 Days ASP<br><u>4-6</u> : 3-5 Days ASP or OSS<br><u>7-8</u> : 3-5 Days ASP or OSS  |
| Theft                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                     |                                                                                                    |
| Extortion *: Knowingly obtaining or seeking to obtain property or services by means of a threat.                                                                                                                                                                                                                                                                                                                | <u>K-3</u> : 1-3 Days ASP<br><u>4-6</u> : 1-5 Days ASP<br><u>7-8</u> : 3-5 Days ASP                                                                                                                                                 | <u>K-3</u> : 3-5 Days ASP<br><u>4-6</u> : 3-5 Days ASP or OSS<br><u>7-8</u> : 5-10 Days ASP or OSS |
| Petty Theft: Theft of items valued \$100 or less.                                                                                                                                                                                                                                                                                                                                                               | <u>K-3</u> : 1-3 Days ASP<br><u>4-6</u> : 1-5 Days ASP<br><u>7-8</u> : 3-5 Days ASP                                                                                                                                                 | <u>K-3</u> : 3-5 Days ASP<br><u>4-6</u> : 3-5 Days ASP or OSS<br><u>7-8</u> : 5-10 Days ASP or OSS |
| Theft: The illegal taking of another person’s property without that person’s consent.                                                                                                                                                                                                                                                                                                                           | <u>K-3</u> : 1-3 Days ASP<br><u>4-6</u> : 1-5 Days ASP<br><u>7-8</u> : 3-5 Days ASP                                                                                                                                                 | <u>K-3</u> : 3-5 Days ASP<br><u>4-6</u> : 3-5 Days ASP or OSS<br><u>7-8</u> : 5-10 Days ASP or OSS |
| Trespassing: To enter or remain on a school campus or district facility without authorization or invitation and with no lawful purpose for entry. This includes students under suspension or expulsion and unauthorized persons who enter or remain on a campus or district facility after being directed to leave by the administrator or designee of the facility.                                            | <u>K-3</u> : 1-3 Days ASP<br><u>4-6</u> : 1-5 Days ASP<br><u>7-8</u> : 3-5 Days ASP                                                                                                                                                 | <u>K-3</u> : 3-5 Days ASP<br><u>4-6</u> : 3-5 Days ASP or OSS<br><u>7-8</u> : 5-10 Days ASP or OSS |

| Vandalism                                                                                                                                      |                                                                                                                            |                                                                                                                                                |
|------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|
| Graffiti or Tagging: Writing on walls, drawings, or words that are scratched, painted, or sprayed on walls or other surfaces in public places. | <u>K-3</u> : 1-3 Days ASP<br><u>4-6</u> : 1-5 Days ASP<br><u>7-8</u> : 3-5 Days ASP                                        | <u>K-3</u> : 3-5 Days ASP<br><u>4-6</u> : 3-5 Days ASP or OSS<br><u>7-8</u> : 5-10 Days ASP or OSS                                             |
| Vandalism of Personal Property *: Willful destruction or defacement of personal property.                                                      | <u>K-3</u> : 1-3 Days ASP, Restitution<br><u>4-6</u> : 1-5 Days ASP, Restitution<br><u>7-8</u> : 3-5 Days ASP, Restitution | <u>K-3</u> : 3-5 Days ASP<br><u>4-6</u> : 3-5 Days ASP or OSS, Long-Term Suspension<br><u>7-8</u> : 5-10 Days ASP or OSS, Long-Term Suspension |
| Vandalism of School Property *: Willful destruction or defacement of school property                                                           | <u>K-3</u> : 1-3 Days ASP, Restitution<br><u>4-6</u> : 1-5 Days ASP, Restitution<br><u>7-8</u> : 3-5 Days ASP, Restitution | <u>K-3</u> : 3-5 Days ASP<br><u>4-6</u> : 3-5 Days ASP or OSS, Long-Term Suspension<br><u>7-8</u> : 5-10 Days ASP or OSS, Long-Term Suspension |

## Transportation

### **Expected Bus Behavior**

School buses and other district vehicles are provided as a service to district students and persons responsible for the students. Riding in the school vehicles is a privilege, **not**, a right. In order to ensure the safety of all passengers, proper conduct is required. Students failing to conduct themselves in an appropriate manner may lose riding privileges.

### **Passenger Regulations**

- The driver is in complete charge of the vehicle and must be obeyed by all passengers. The driver's authority includes the loading and unloading of passengers.
- Students must keep their phone with them on the bus and may not give their phone to others. Pictures and videos may not be taken on the bus.
- Speakers are not allowed on the bus and earbuds may only be in one ear while on the bus.
- Each driver is provided a bus route schedule. Unscheduled stops shall not be made without authorization by the transportation manager, except in case of an emergency.
- Every student must be seated while riding in a school bus, and must remain seated while the bus is in motion and until the bus has come to a complete stop.
- A student shall not extend hands, arms, head, feet, or any object through the window of the bus or other vehicle or in the aisle.
- Students shall not eat or drink any kind of food or beverage while in a school bus or other school vehicle.
- Students shall not chew gum on the bus.
- A student shall not throw, shoot, or project any type of object while in a school bus or other school vehicle.
- Animals, insects, or reptiles shall not be transported in a school bus.

- Glass containers shall not be transported in a school bus.
- Students must have written permission to leave a school bus at a stop other than such students' usual stops.
- Any musical instrument carried by a student shall be under the student's control at all times or properly stored in a vacant seat.
- The use or possession of tobacco/nicotine, in any form, is prohibited on school property.

A student shall make every effort to:

- Keep the school bus or other vehicle clean.
- Be courteous to the driver and other students/passengers in the school bus or other vehicle.
- Practice safe habits in waiting for a school bus at a scheduled stop, and in getting on and off the bus.
- Never use loud, profane, or obscene language or obscene gestures while in a school bus or other school vehicles.
- When unloading from a school bus and crossing to the left side of a road or street, a student shall always pass in front of the bus.

### **Expectations at the Bus Stop**

Student behavior at bus stops falls under the same rules as at school. Many problems started at bus stops continue on the bus, at school, or in the neighborhood. Parental supervision at the bus stop can significantly decrease problems resulting in a more productive school day. Students need to be at the bus stop at least 5 minutes before the scheduled pick-up time.

### **Possible Discipline Consequences**

The driver has the authority to administer consequences individually based on the nature and severity of the offense. Special circumstances may require different consequences, at the discretion of an administrator. The school principal and person responsible for the students will be consulted when the driver judges the offense as serious (level 3) or very serious (level 4).

- Bus Probation – Establishing conditions with which the student must comply in order to continue riding the school bus.
- Bus Suspension – Denying the student the privilege of riding a school bus for violations of the Student Code of Conduct, even if the student is not denied the right to attend school.

**Any changes to a student's dismissal plans (child will now NOT be riding the bus, child will now ride the bus, child will walk home instead of being picked up, etc.) MUST be communicated to the school no later than 2:00 PM on regular dismissal days and 12:00 PM on early dismissal days. This is a student safety issue. We cannot guarantee we will get the update communicated to the child's teacher with less than 45 minutes notice at the end of the school day.**

Students must have written permission to leave the school bus at a stop other than their usual stop.

Bus passes must be obtained in the office prior to the end of the day. Bus passes may not be issued on specific days due to overcrowding. Bus passes will not be issued on Fridays.

## Request to Review Teacher Qualifications

If you would like information regarding a Mountain Vista School Teacher's qualification, please complete the following request and submit it to the Oracle School District Office. A copy of the teacher's qualifications will be made available to the person making the request at the district office ten days from the date of the request.

Name of Person Making the Request: \_\_\_\_\_

Date of Request: \_\_\_\_\_

Name of Teacher: \_\_\_\_\_

Grade Level or Subject Area: \_\_\_\_\_

Signature of Person Making the Request: \_\_\_\_\_

# Arizona Healthy Schools Act

Important changes for the 2026-2027 school year



## WHAT'S NEW

Arizona's new Healthy Schools Act changes laws governing food in schools, to help kids stay healthy. Schools participating in federal meal programs cannot serve or sell foods with banned ingredients.

**IMPORTANT!** These new rules **do not** apply to parents packing their child's individual lunch or snacks. You can still pack any lunches, snacks, or treats for your individual child.

## ALLOWED

- ✓ Food fundraisers held off campus or outside the school day \*
- ✓ Food brought by parents for their own child
- ✓ Shared food that does not contain banned ingredients

## RESTRICTED

- ✗ Serving or selling food during the school day\* that contain banned ingredients
- ✗ Serving foods containing banned ingredients during classroom parties and celebrations
- ✗ School-sponsored rewards or incentives with banned ingredients

## SCHOOL DAY RESTRICTIONS

- School Meals
- School Stores
- Fundraisers
- Class Celebrations
- Catering
- Vending Machines

*\*For this law, a school day is defined as midnight until 30 minutes after the instructional day ends.*

## RESTRICTED INGREDIENTS

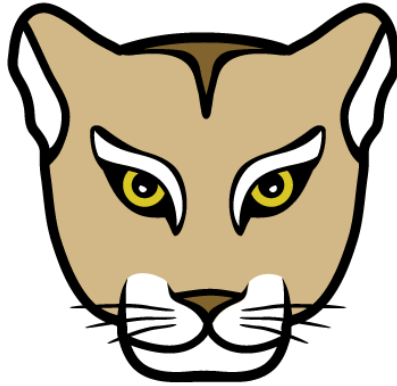
- Potassium Bromate
- Propylparaben
- Titanium dioxide
- Brominated Vegetable Oil
- Yellow Dye 5 or 6
- Red Dye 3 or 40
- Blue Dye 1 or 2
- Green Dye 3

## PLANNING TO BRING A CLASSROOM TREAT?

Please check with your school office before purchasing food items. They can help you determine whether your selection meets the Arizona Healthy Schools Act requirements.



For more information contact:  
Crystle Nehrmeyer, Superintendent at [cnehrmeyer@osd2.org](mailto:cnehrmeyer@osd2.org)  
Karen Belnap, Food Service Director at [kbelknap@osd2.org](mailto:kbelknap@osd2.org)  
Arizona Department of Education, Food Services [www.azed.gov/hns](http://www.azed.gov/hns)



# MOUNTAIN VISTA K-8 School

## Student and Parent Handbook Agreement School Year 2026 – 2027

We have received and read the Mountain Vista Handbook and agree in partnership with the school to ensure that Mountain Vista remains a safe and successful learning environment. Please sign and return this agreement page to your child's teacher.

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Parent or Guardian

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Date

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Student Signature

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Date