



Mountain Vista Academy

Student and Parent Handbook

2023-2024

33622 N. Mountain Vista Blvd.

San Tan Valley, AZ 85142

480-474-6170



Florence Unified School District

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Mountain Vista Academy

Administration

Robert Edwards, Principal

Sheri Maynard, Assistant Principal

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Florence Unified School District

Nondiscrimination Statement

The Florence Unified School District does not discriminate on the basis of race, color, national origin, sex, age or disability in admission or access to or treatment or employment in its policies, procedures or practices, in compliance with Title VI, Title VII, Title IX, Section 504 and the Americans with Disabilities Act. Florence Unified School District Career and Technical Education Department does not discriminate in enrollment or access to Boy Scouts and other designated youth groups. FUSD CTE programs available include: Ag-Science, Business Management, Carpentry, Cosmetology, Culinary Arts, Dental Assistant, Early Childhood Education, Engineering, Film/TV, Fire Science, Graphic Design, Hospitality Management, Law Enforcement, Massage Therapy, Medical Assistant, Networking Securities, Nursing Assistant, Veterinary Assistant, and Welding. The lack of English language skills shall not be a barrier to admission or participation in the district's activities and programs. The Florence Unified School District also does not discriminate in its hiring or employment practices. This notice is provided as required by Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990. Questions, complaints, or requests for additional information regarding these laws may be forwarded to the designated compliance coordinator(s). Toby Haugen, Title IX Coordinator, Florence Unified School District 1000 South Main Street, Florence, Arizona. (520)-866-3565 or Felicia Mallooy, 504 Coordinator, 1000 South Main Street, Florence, Arizona. 480-474-8170.

Declaración de Non Discriminación

El Distrito Escolar de Florence Unificado no discrimina por motivos de raza, color, origen nacional, sexo, edad o discapacidad en la admisión o acceso a o trato o empleo en sus políticas, procedimientos o prácticas, de conformidad con el Título VI, Título VII, Título IX, Artículo 504 y la Ley para Estadunidenses con Discapacidades. El Departamento de Educación Técnica y Profesional del Distrito Escolar de Florence no discrimina en la inscripción o el acceso a los Boy Scouts y otros grupos juveniles designados. Los programas CTE de FUSD disponibles incluyen: Ciencias Agrícolas, Gestión Empresarial, Carpintería, Cosmetología, Artes Culinarias, Asistente Dental, Educación Infantil, Ingeniería, Cine/Televisión, Ciencias del fuego, Diseño Gráfico, Gestión Hotelera, Aplicación de la Ley, Masaje Terapéutico, Asistente Médico, Seguridad de Red, Auxiliar de Veterinaria y soldadura. La falta de habilidades en el idioma de inglés no será una barrera para la admisión o participación en las actividades

y programas del distrito. El Distrito Escolar Unificado Florence tampoco discrimina en sus prácticas de contratación o empleo. Esta notificación se proporciona como lo requiere el Título VI de la Ley de Derechos Civiles de 1964, el Artículo 504 de la Ley de Rehabilitación de 1973, el Título IX de las enmiendas a las Enmiendas a la Educación 1972, La Ley de Discriminación por Edad de 1975 y la Ley de Estadounidenses con Discapacidades de 1990. Las preguntas, quejas, o solicitudes de información adicional con respecto a estas leyes pueden enviarse al coordinador(es) de cumplimiento designado. Thad Gates, Coordinador de Título IX, Distrito Escolar Unificado de Florence 1000 South Main Street, Florence, Arizona (520) 866 -3565 o Nora Boettcher, Coordinador 504, 1000 South Main Street, Florence, Arizona (520) 866-3500.

Toby Haugen, Title IX Coordinator

Florence Unified School District
1000 South Main Street Florence, AZ 85132
520-866-3500
thaugen@fUSDaz.org

Felicia Malloy, MVA 504 Coordinator

Mountain Vista Academy
33622 N. Mountain Vista Blvd.
San Tan Valley, AZ 85143
fmalloy@fUSDaz.org

FERPA Rights

The Family Educational Rights and Privacy Act (FERPA) is a complex Federal law that protects the privacy interests of parents and students with regard to 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 the FUSD Course Description Book for further information regarding FERPA rights.

ADA/TITLE IX

The District does not have TDD’s in use throughout the district. Please feel free to use the TTY relay or video relay services. School office staff can be of assistance to help

family and community with TTY relay or video relay services with the help from the FUSD Hearing Impairment Department. Please contact Pupil Personnel Services for help. Please refer to the FUSD Course Description Book for further information regarding ADA/TITLE IX.

Title IX of the Federal Education Amendments Act (“Title IX”) protects people from discrimination based on sex in education programs or activities that receive Federal financial assistance. The School does not discriminate on the basis of sex and adheres to all conditions established by Title IX by recognizing the right of every student who attends the School to do so without the fear of sexual harassment. The School’s Grievance Procedure and Title IX Policy may be found on the School’s website. Inquiries about the application of Title IX or formal complaints should be directed to the School’s Title IX Coordinator:

Toby Haugen
TITLE IX COORDINATOR / DIRECTOR SCHOOL IMPROVEMENT
PO BOX 2850 1000 S. MAIN ST FLORENCE AZ 85132
520-866-3500 X3565
thaugen@fusdaz.org

Sexual harassment is defined as: Conduct on the basis of sex that satisfies one or more of the following: (1) An employee of the School conditioning the provision of an aid, benefit, or service of the School on an individual’s participation in unwelcome sexual conduct; (2) Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the School’s education program or activity; or (3) “Sexual assault” as defined in 20 U.S.C. 1092(f)(6)(A)(v), “dating violence” as defined in 34 U.S.C. 12291(a)(10), “domestic violence” as defined in 34 U.S.C. 12291(a)(8), or “stalking” as defined in 34 U.S.C. 12291(a)(30).

Any person may report sex discrimination, including sexual harassment, regardless of whether the person reporting is the person alleged to be the victim of the reported conduct or not. A report may be made in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person’s verbal or written report. Complaints of sex discrimination that are not sexual harassment will be handled pursuant to the School’s regular procedures for resolving student or employee grievances promptly and equitably. Formal complaints of sexual harassment will be handled using the grievance procedure set forth in the School’s Policy. The School shall follow grievance procedures that provide for the prompt and equitable resolution of formal complaints from students and employees alleging sexual harassment

Mountain Vista Academy Credit Recovery Bell Schedule

Class Schedule

Homeroom/ ECAP 8:15-8:40

Block 1 8:45-9:40

Block 2 9:45-10:40

Lunch 10:40-11:05

Block 3 11:10-12:05

Block 4 12:10-1:05

Education is a discipline. It requires the student to engage in some degree of self-discipline in order to receive and benefit from educational opportunities. The educational institution, to enhance and promote the student's best interest in acquiring an education, is obligated to provide and ensure an environment free from behavioral problems. Mountain Vista Academy's disciplinary policy encourages and supports the students' acquisition of the best possible education by:

- Giving students a just program that includes ample opportunities for modification of their behavior.
- Providing students, parents, and school personnel, clearly stated, advance knowledge of the course of action to be followed in disciplinary matters.
- Providing for a means of consistency in applying disciplinary actions.
- Providing a program that is progressive (moderate to most severe action).
- Giving guidelines that are reasonable and fair designed to create a safe and pleasant environment for the students while they are at school.

Student Responsibilities

Expectations for Students

1. Come to class on time
 - Unless you are ill, you should be at school every day.
 - Arrive before the first bell rings to give yourself time to get organized and take care of personal business. Be in your seat when the bell rings. Do not be late.
 - Passing time between classes is only five minutes. Getting prepared for your next class must be your first priority.
2. Be prepared for school
 - Think ahead to be sure you bring to class the items you will need throughout the year. (i.e. Homework, computer fully charged, notebook, pencil, etc.)
 - Inform your parents if you do not have the materials you need, or if you need help getting them, talk to your teacher or counselor.
 - Get enough rest.
 - Eat a good breakfast and make arrangements for lunch.
3. Do the assigned work
 - Plan ahead so you have sufficient time to complete work thoughtfully.
 - Establish a routine time and quiet place for completing assignments.
 - Make good use of every moment while in class and doing work.
 - Use given work time to get questions answered and a good start on the assignment.
 - Completing your work is not an option. Every assignment is important!
 - Work hard to learn to focus and concentrate on your work. The amount of effort you put forth will directly impact your learning, grades, confidence and future! Work hard, get smart!!
4. Respect yourself and others
 - Treat others the same as you would want them to treat you.
 - Work hard to understand how your actions affect the feelings of others.
 - Be sure to tell the school staff and your parents if someone is making you feel uncomfortable, unsafe or upset.
 - MVA has NO TOLERANCE for bully behavior, harassment, threats or violence.
5. Stewardship: respect property and the environment
 - None of us have the right to take, touch or damage other people's property without permission from the owner.

- We will not litter, mark up, mess up or break property or living things, as it is disrespectful to all of us who care about this school and our earth. Remember our school is a reflection of who we are.
- We will be willing to lend a hand and help out when needed.
- We will be responsible stewards of our building, classrooms and fields we use, our community, our earth and its resources.

ACADEMICS

Academic Diploma Options

Courses	Standard Diploma	Regents Diploma	Scholars Diploma	STEM Diploma
English	4 Credits	4 Credits	4 Credits	4 Credits
Mathematics	4 Credits	4 Credits	4 Credits	4 Credits
Science	3 Credits	3 Credits	3 Credits	4 Credits
Social Studies	3 Credits	3 Credits	3 Credits	3 Credits
Foreign Language	0 Credits	2 Credits	2 Credits	2 Credits
Fine Arts or CTE	1 Credit	1 Credit	1 Credit	1 Credit
Physical Education	0.5 Credit	0.5 Credit	0.5 Credit	0.5 Credit
Health	0.5 Credit	0.5 Credit	0.5 Credit	0.5 Credit
Electives	6 Credits	5 Credits	6 Credits	5 Credits
GPA	No minimum requirement	No minimum requirement	3.5 Minimum	3.5 Minimum
Total Credits	22 Credits	23 Credits	24 Credits	24 Credits
Service Learning Community Service	40 Hours	40 Hours	40 Hours	40 Hours

Assignment Types and Category Weights

- Projects (40%) – Any project given to demonstrate learned skills or standards within a single and specific areas of instruction.
- Formative Assignments/Assessments (30%) – Any checkpoint of learned skills or standards that provides feedback and allows students to reflect on progress or growth towards an overall summative learning goal. Formative assessments happen frequently, both informally and formally
- Practice Assignments (30%) – Assignments that provide students with opportunities for “risk free learning” and/or do not require specific feedback.

Cheating, Forgery, Plagiarism

Copying the work of others and submitting it as your own, obtaining unauthorized and undocumented material from the Internet, use of a cell phone for transmitting test items or other secured information, or securing teacher material or work in a dishonest or unauthorized way will render that submitted work /test invalid.

Students should understand that, among other things, cheating includes communicating with another student during an exam, copying material during an exam, allowing another student to copy from their exam paper, using unauthorized notes or devices, submitting falsified information for grading purposes, obtaining and supplying a copy and/or information about an exam without the knowledge and consent of the teacher, submitting work written by another person (except as outlined below*), submitting work written by the student for another assignment without the instructor’s knowledge or consent (self-plagiarism), copying another person’s assignment(s), allowing another student to copy his or her assignment, or taking home exams without the knowledge and consent of the instructor.

**When a student submits an assignment, that assignment should be only his or her own work unless the teacher has specifically set up the assignment as a group project or other collaborative assignment. In such cases, the names of all students involved in the group process should be listed on the assignment. If the teacher has not designated the assignment as a group project, submitting an assignment written by more than one person is plagiarism.*

NOTE: A STUDENT CAUGHT CHEATING DURING A STATE TEST OR FINAL

EXAM, MAY JEOPARDIZE THEIR SCORE/GRADE. ADDITIONAL CONSEQUENCES MAY BE APPLIED AS WELL.

Credit Recovery

The Credit Recovery Program is an opportunity for a student to retake a course in which he/she previously failed or did not earn credit due to audit status. Credit recovery courses are designed to be on a flexible schedule that will allow the student to progress at the student's pace. Credit Recovery differs greatly from traditional programs that allow students to earn "first time credit". Given the fact that state mandated seat time requirements have already been met students can focus on earning credit based upon mastering the content standards for the particular course. Most instructional content for Credit recovery courses will be delivered via the internet and accessible to all students 24 hours a day 7 days a week, from any internet connected device.

Credit Transfers into Mountain Vista Academy

Any student wishing to transfer credit onto their MVA School Transcript must provide official transcripts from all previous secondary schools in which they were enrolled. Homeschool counselors and administration will evaluate those transcripts to determine grades and transfer credit that will be accepted.

Grades transferred from an accredited secondary school will be averaged with the grades earned at MVA. The grades transferred from a non-accredited secondary school will be evaluated by the counseling office and administration to determine grades and transfer credits accepted.

Grading Procedures & Policies

- Grades will reflect proficiency and growth within a specific content area of instruction.
- Teachers will offer students extensive opportunities for practicing content and curriculum before assessing summary of knowledge.
- Grades will reflect frequent and thoughtful feedback through formative assessments in order to teach students to thoughtfully monitor their own progress and learning.

Grade Reporting

- Teachers must report a minimum of TWO grades per week.
- Teachers will report a minimum of FOUR summative grades and ONE final

- exam per quarter.
- Grades should be updated weekly, no later than Sunday at 9:00 p.m.
- Students cannot earn higher than 100% in any given class.

Grade Scale

All courses taught for credit receive a letter grade or a pass/fail option. Grade-point values and the percentage used to determine each grade are listed below:

Percentage	Letter Grade	Grade Point Value	AP/Honors Grade Point Value
90-100	A	4.0	5.0
80-89	B	3.0	4.0
70-79	C	2.0	3.0
60-69	D	1.0	1.0
0-59	F	0.0	0.0

Grades When Students Withdraw from School/Courses

If a student withdraws from school to enter another school, the transcript will reflect the grade earned at the date of withdrawal.

- Students requesting to withdraw from a course while remaining enrolled in FUSD must receive administrative approval.
- Freshmen, sophomores and juniors are expected to complete courses in Edgenuity

Lying

An attempt by a student to conceal from school officials or deliberately distort facts in order to mislead or give a false impression. Students who are caught cheating or plagiarizing may be referred to the assistant principal for discipline. Consequences may range from academic honesty contract to suspension and/or removal from the class.

Schedule Corrections

The master schedule and staffing decisions are based on registration requests. Students are required to take the courses they request, as long as it meets the graduation requirements and needs of the student's progress toward graduation. Schedule corrections will only be granted within the first 5 days of each quarter for one of the following reasons:

- A failure in a course necessitates credit recovery.
- A course on your schedule was taken in summer school or was taken in previous year
- A course is needed immediately to meet graduation requirements.
- Schedule is incomplete (i.e., less than four classes per semester).

No student-initiated schedule changes will be allowed after five school days without the approval of the Assistant Principal.

Synergy StudentVue (Check Your Progress)

StudentVue / ParentVue allows students and parents to monitor academic progress 24 hours a day. It is expected that students and parents will consult this resource often to stay up to date on student grades and attendance. If assistance for passwords for access to StudentVue / ParentVue is needed, contact the counselor or assistant principal.

Withdrawal from School

The following steps must be taken for a student to withdraw from school:

- Contact the counselor.
- Obtain parental approval either through parent conference or phone confirmation to the Registrar.
- Complete forms obtained from the Registrar's office. .
- Return the form to the Registrar.
- Transfer grades are the grades earned at the date of withdrawal.

Please ensure all student fees are paid prior to requesting a records request.

ATTENDANCE

Student attendance closely matches student academic achievement. Students receiving failing grades almost always have a high number of Absences and Tardies. Procedures developed by the school staff are intended to involve parents, teach student responsibility, and have teachers lead in terms of instruction and accountability. Students who have an excessive amount of absences will be required to stay for late day to make up missed seat time. There is no transportation for late day.

Audit Status

When a student collects 5 or more absences in any class, per quarter, they may be placed on audit status by school administration. Students auditing class are required to attend class, do all of the work required by the teacher and earn the best grade that they can, but may face the loss of credit in that class. Late days must be made up to regain full credit.

Automated Calls

If a student is absent for a class period, an automated call will notify parents. Counselor will reach out to parents if a student has five or more absences. Five absences for any reason, excused or unexcused, may result in the possible loss of credit for the class.

Closed Campus

Mountain Vista Academy is a closed campus. Students are not allowed to leave campus between classes. Students who leave campus will be considered truant and in violation of school rules, city ordinances, and/or Arizona statutes.

Excused Absences

Parents must call the attendance office at (480) 474-6170 Option 1 within 24 hours of the absence to officially excuse students from school for a day or part of the day. After 24 hours, all calls will be recorded as a late call and the absence will remain unexcused. The state recognizes illness or family bereavement as the only legal excuse. When the high school office isn't staffed, an answering machine will be in place. If we fail to reach you for verification of an absence, an automated message will be left asking you to call for person-to-person contact with the attendance office. We recommend that appointments with doctors, etc., be scheduled after school hours if possible.

Unexcused Absences

All work missed as the result of an unexcused absence must be made up. In addition, the unexcused absence for any length of time will result in mandatory make-up time. Absences are considered unexcused when parents fail to call, or students are reported to the administration as truant by referral, parent contact or another reliable source.

Signing Out Students

For the safety and protection of all children, students are not allowed to leave their classrooms before our regular dismissal time without the parent or guardian personally

signing the students out.

The adult checking the child out of school must provide a picture ID and be listed as an emergency contact. We are unable to excuse students early on the basis of a note or telephone call from parents.

Ten Consecutive Absences

Students who have accumulated ten consecutive unexcused absences are automatically withdrawn from school as required by the state. Documentation is required on or before the fifth consecutive absence for extenuating circumstances such as a major illness.

CAMPUS POLICIES

Cell Phones and Electronic Devices

Mountain Vista Academy is a Cell Phone Free Campus

Cell Phones will be collected upon student arrival to campus and returned at dismissal. 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.

***The school is not responsible for the storage, inventory, or safekeeping of any confiscated item; this includes hats and electronic devices.**

Deliveries

The school will not accept or make any deliveries (flowers, balloons, food, etc.) to students during the school day.

Distribution of Materials

Information (announcements, pamphlets, newsletters, memos, etc.) may not be distributed to other students or school personnel on campus without written authorization from the administration.

Food Service

The cafeteria is open for breakfast and lunch and offers a wide variety of foods. A free and reduced-price meal program is also available. If interested, please contact the cafeteria manager.

Lost and Found

Loss or theft of any item should be reported to the assistant principal's office immediately. Administration advises if any article of value is found, it should be taken to the office right away. Students should check in the office for lost items.

Parent Involvement

Parent involvement is critical to the success of developing four-year plans and the process of course selection. As such, it is the responsibility of each student to carefully read the high school registration guide and all the accompanying material and to discuss yearly course selections with parents, who need to be aware of the requirements and recommendations of the colleges, universities and training programs being considered by the students. Parents should support the student and school by providing a proper atmosphere at home and by maintaining good and open communications with school officials and teachers.

Student Activities-Dances and School-Sponsored Activities

Any MVA student may attend activities at their designated **homeschool** and school sponsored events. School sponsored activities are an important aspect of your high school experience. All Mountain Vista Academy students in good standing are welcome to attend any school sponsored activity.

No Admission will be allowed for students:

- Currently assigned off campus suspension.
- Who have unpaid school fees.
- Banned by school administration.

Students are expected to follow all school rules when in attendance at dances and school-sponsored activities

Student Charges

	Fees, Fines and Charges
Laptop Insurance	\$50.00** Optional
Laptop Damage Claim/Charger Replacement per incident	\$25.00** If insurance is purchased
Laptop Replacement Fee	\$485.00**
Parking Space	\$40.00 per year or \$20.00 per semester**
Parking Violations	Varies by Site**

Waiver/Reduction of Student Fees is based on completion and approval of the Free/Reduced Lunch Application and Application for Waiver of Student Fees ECA (Extracurricular Activity) - Fee qualifies for Tax Credit Donations

*Fees are subject to change without notice - other fees may apply

**Student Fee, Fine or Charges cannot be waived PLEASE NOTE: All school fees must be paid in full prior to student participating in any elective course or extra-curricular activity

FORM OF PAYMENT ACCEPTED: Online Payments, Credit Card, Money Order - NO PERSONAL CHECKS

GUIDANCE AND COUNSELING

Mountain Vista Academy provides a counseling program to help high school students handle situations that they see as a problem or that may be causing them trouble in the classroom. Counseling may occur in small group settings or one to one. A student may ask to see the counselor, or the classroom teacher may refer the student. Student confidentiality will be maintained unless the student expresses a belief that leads a counselor to believe the student is placing himself/herself or another person in jeopardy.

Each year, the guidance counselor will identify services that it will provide for students. A student's post-high school educational or vocational goals are considered in helping the student plan his or her four-year high school program.

Lisa Bozik
School Psychologist

lbozik@fusdaz.org

Felicia Malloy
Guidance Counselor

fmalloy@fusdaz.org

Alternative to Completing Course Requirements

Governing Board Policy on Graduation Requirements

I-7361 © IKF-RA

As an alternative to completing the course requirements, a student may request, upon a showing of familiarity with the subject matter of the course, an examination on the competencies of the course. The student may take an examination on a particular course one (1) time only in an academic year. The examination shall be prepared by a teacher of the subject matter who is designated by the Superintendent. To receive graduation credit, the student must demonstrate accomplishment of the standards and competencies adopted by the State Board of Education and the Governing Board, respectively. Demonstration of accomplishment of the skills and competencies shall be determined in accord with accepted practices in evaluation of students. A copy of the test results, verified by the appointed teacher, shall be filed with the student's records.

Rev. 6.23.11

1 if the On-Line school is NCA accredited, credit will transfer

2 No fee will be charged for students who have taken On-Line courses outside the district at a non NCA accredited institution and wish to obtain credit at FUSD

Grading Procedures for courses that are challenged

Exam for Acceleration:

- Students must receive an 80% or higher to receive credit.
- The grade received on the exam will be entered on the student's transcript.
- A student cannot take the course for a higher grade after they have received credit by exam.
- Students who receive below an 80% will need to take the regular course to receive credit.

On-line out-of-district, not NCA accredited

- Students must receive an 80% or higher to receive credit on core courses (Math, English, Science, Social Sciences and Health).
- The grade received on the test will be placed on the student's transcript.

Protocol for Receiving Credit by Examination

Students in grades 9–12 who feel that they are capable of passing a course without actually attending the class may apply for credit by examination through the high school counseling office. Students must complete the appropriate request forms and submit them to the counseling office prior to the examination(s). A non-refundable fee of \$100.00* 2 will be charged during the school year for each course (per semester) challenged through examination. Prior to the examination, students must display familiarity with the subject matter they are challenging by completing a pre-established series of assignments where applicable and/or teacher’s recommendation (must be approved by site administrator) with an 80% or higher accuracy rate. Students who receive credit by examination will not have the course calculated as part of the overall GPA.

Service Learning/ Community Service Requirement for Graduation

Students are required to participate in service-learning activities developed by the District and the schools. The service projects will encourage the students to think analytically, logically, and creatively, and to integrate experience and knowledge to problem solve. Service learning offers students an opportunity to apply their learning in real-world circumstances. Students are required to provide evidence and/or documentation and reflection forms which will be available at the student’s school. Students will provide the documentation and reflections of all service hours to their counselor prior to graduation. The requirement for graduation is 40 hours.

Students may not request to challenge a course

- A second time in the same academic year
- In which a grade of a “C” or higher was earned
- With a performance-based component (i.e., Physical Education, Art, Construction Tech., TV Tech., Dance, etc.)
- That has a lab requirement (except for students who are repeating the course and have successfully passed the lab portion)
- To which weighted credit is given
- Prior to passing state mandated exams (core courses)
- For which the prerequisite has not been met.

Students may seek to challenge a course for the following reasons

- To accelerate their program of study – student has had no prior instruction in the course
- To seek to recover lost credit – student has had prior instruction in the course
- To receive credit for a core course taken On Line outside the FUSD district and/or with an Online school not NCA accredited - (Math, English, Science, Social Studies including Sociology, Psychology), Health, and home-schooled core courses (if no official transcript is provided)

SAFETY

Bicycles and Skateboards

Bicycles and skateboards are not to be ridden on campus at any time. Bicycles ridden to and from school must be secured in designated spaces. Skateboards are not permitted on campus at any time.

Change of Address and Telephone number

It is very important that all students and parents notify the attendance office immediately of any change of address or telephone number. All students must have valid, up-to-date contact information on file.

Fire/Disaster Drills

Detailed instructions for fire and disaster drills are posted in each classroom. Teachers will read these instructions to each of their classes during the first week of each semester. In the event of a drill or an actual emergency, students are expected to follow the instructions of any MVA staff member.

Lock-Down Procedures

The purpose of a lockdown is to eliminate movement if there is a situation either on campus or in the surrounding community. School Security personnel will secure the

perimeter of the campus and prevent anyone from entering. In the event of a lockdown, school administration will communicate as much information as possible to parents and guardians as soon as possible via automated phone calls, email, text messages and or social media. PLEASE DO NOT ATTEMPT TO CONTACT YOUR STUDENT OR ATTEMPT TO ENTER CAMPUS during any lockdown procedure unless specifically requested by school administration or emergency response officials.

Parking Regulations

On-campus parking is permitted only in designated locations. Passes are \$20.00 per semester. Vehicles parked in areas other than those designated or in restricted zones will be subject to removal. Any vehicle parked in a manner that will block or hinder the safe movement of others will be subject to removal. Students who drive vehicles to school, park at their own risk and must understand that neither the school nor the Governing Board can be held responsible for the vehicle. Any fuel-powered vehicle of any kind (i.e. motor bike, motorcycle, etc.) must have a paid parking permit attached to the vehicle and be parked in an appropriate space in the student lot. The student must provide a copy of a valid driver's license, current insurance and pay for a parking permit in order for the vehicle to be allowed on campus.

Any vehicle illegally parked may be impounded. Keep your car locked. Do not leave books, laptops or other valuables in your car. Report immediately, in writing, any incident involving vehicles to the assistant principal.

The speed limit on campus is 5 m.p.h. Parking will be assigned according to the following priority: seniors, juniors, and then sophomores. All cars using the high school parking facilities must have a parking permit displayed as instructed. Violations of parking rules and postings may result in towing or blocking wheels at the owner's expense. Parking on campus is a privilege. Failure to display or obtain a parking permit will result in disciplinary action. If you lose your parking permit you must obtain a replacement permit, which costs \$5.

Student I.D. Cards

All students will be issued a photo I.D. card by the school within the first two weeks of their enrollment. The student ID must be in their possession at all times while on campus. Any student or visitor on campus without appropriate (School issued) ID may be subject to arrest for trespassing. **Students are required to present their ID to district and school personnel in order to ride school transportation vehicles.**

MVA students must present ID cards at the request of any faculty or staff member. The ID must be legible, and in its original condition. Students who fail to comply will be subject to disciplinary action. If the card is lost or stolen, there is a \$5.00 replacement fee.

The ID card must be returned when withdrawing from school.

Visitors

All visitors to MVA are required to sign the visitors' registry and obtain a visitors' badge by providing the receptionist with their drivers license upon arrival on campus. Visitors must be accompanied by a staff member while on campus at all times. Parents are not allowed to eat lunch on campus with students. Student visitors from other schools are not permitted. MVA graduates are not allowed to visit former teachers or current students during school hours without administrator approval. Classroom visitors must be pre-approved by the administration.

SCHOOL HEALTH OFFICE (NURSE)

Nurse services are provided for emergency care, health consultations, and as a resource for students and their families. Any medications must be administered in the health office. A prescription medication form can be obtained from the nurse and must be completed by both a parent and a physician. A parent must sign a non-prescription medication form. Please see the "Administering Medications" section for additional information. If a student needs to be excused during the school day due to illness, they are required to check out in the health office.

Administering Medicines to Students

Under certain circumstances, when it is necessary for a student to take medicine during school hours, the District will cooperate with the family physician and the parents if the following requirements are met:

- There must be a written order from the physician stating the name of the medicine, the dosage, and the time it is to be given.
- There must be written permission from the parent to allow the school or the student to administer the medicine. Appropriate forms are available from the school office.
- The medicine must come to the school office in the prescription container or, if it is over-the-counter medication, in the original container with all warnings and directions intact.

Exceptions:

- Students who have been diagnosed with anaphylaxis may carry and self-administer emergency medications including auto-injectable epinephrine provided the pupil's name is on the prescription label on the medication

container or device and annual written documentation from the pupil's parent or guardian is provided that authorizes possession and self-administration. The student shall notify the school office secretary as soon as practical following the use of the medication.

- For breathing disorders, handheld inhaler devices may be carried for self-administration provided the pupil's name is on the prescription label on the medication container or on the handheld inhaler device and annual written documentation from the pupil's parent or guardian is provided that authorizes possession and self-administration.
- Students with diabetes may carry their own testing devices and insulin.

The District reserves the right, in accordance with procedures established by the Superintendent, to circumscribe or disallow the use or administration of any medication on school premises if the threat of abuse or misuse of the medicine may pose a risk of harm to a member or members of the school population.

Illness

If a student becomes ill and must go home, a "student leave" permit must be obtained from the nurse who contacts a parent/guardian for permission for the student to go home. The nurse will then report the absence to the attendance office. If the student goes home for lunch and does not return to school that afternoon, a parent must notify the school that same afternoon. It is always necessary to know when a student is off campus for any reason.

SPORTS/ATHLETICS

Eligibility

Mountain Vista Academy does not have its own athletic programs. Students wishing to participate in Athletics can do so with their assigned **homeschool**. Each FUSD High School and by extension the Florence Unified School District are members of the Arizona Interscholastic Association (AIA) and abide by its rules and regulations. You are eligible under AIA standards if:

- You are not 19 years of age prior to August 15.
- You enroll at the beginning year of a high school for the first time, regardless of where you reside.
- You transfer from one high school to another and your parents or legal guardian move with you to your new school district. (Domicile Rule)
- You remain at the school in which you are enrolled, and your parents or legal guardian move out of that school district

- You currently are enrolled in and passing subjects equivalent to at least five (5) credits of work, provided at least two (2) credits of work are through enrollment in high school.
- Following your initial enrollment, you have not exceeded eight (8) consecutive semesters.
- You do not accept or enter into any agreement for the purpose of later accepting any compensation or thing of value for or in recognition of athletic abilities except your school athletic letter, small medals, certificates, plaques or emblems.

This is only a brief summary of the rules to be found in the official AIA Handbook. These rules are intended to protect you and to provide fair competition. There are a few exceptions to the above rules. There also are additional requirements. Consult your principal or athletic director for additional information.

Eligibility-Additional Athletic Requirements As Established by the Florence Unified School District

All prospective athletes must complete the following prior to any form of participation:

- Secure and complete an Athletic Packet from the Athletic Director's office. The packet will include the following:
 - Parental Permission and Informed Consent Form
 - Student Athlete Eligibility Questionnaire
 - Waiver of Liability for Interscholastic Activities
 - Random Student Drug Testing Program Informed Consent Form
 - Student Personal Property Policy Acknowledgement
 - AIA Mild Traumatic Brain Injury / Concussion Annual Statement and Acknowledgement
 - FUSD Athletic Emergency Information Form
 - AIA Annual Physical Examination Form

*****All paperwork included in the Athletic Packet, as well as the Pay to Participate fee, MUST be completed before a student athlete may participate in a sport.**

- A student must attend school all day on the day of the scheduled activity unless the absence is preapproved by the Principal or Athletic Director
- If a student is suspended from school, he/she cannot participate in a practice, contest, or activity during the period of suspension.
- If a student is in in-school suspension the Athletic Director and or Principal will determine eligibility.
- Hazing or Bullying will not be tolerated in our athletic programs and will result in suspension or dismissal from the team.
 - Any individual or group who engages in humiliation, intimidation and/or pressure to perform dangerous/harmful activities as a prerequisite to inclusion, excluding or singling out team members in a

negative manner, and/or cyber bullying in connection with the team will be in violation.

- Any athlete dropping out of one sport shall not be allowed to participate or practice in another sport during that sport season without the consent of the Athletic Director.
 - An athlete cut from a sport program may try out for another sport during that sport season.
 - A student dropped from a sport for disciplinary reasons may not participate in another sport for the remainder of the season which he/she dropped.
- A student who rides to an athletic contest or activity on district transportation is expected to return on that district transportation.
 - Parents or guardians wishing to transport their student home after the contest must provide the Head Coach with written notification (Signed Athletic / Activity Transportation Waiver)
 - Students will only be released to their parent or Guardian.

Athletic Grade Checks

Weekly grade checks will be sent to the **Homeschool**. A student must receive a passing grade in all subjects taken in order to be eligible to participate in extracurricular activities. Please check with your coach from your homeschool to determine participation policies.

Insurance

All athletes must have proof of insurance before beginning participation. Insurance is available for all students who wish to pay for the policy. Further information may be obtained in the athletic director's office.

Physicals

All athletes are required to have an annual physical prior to participation. Please contact the coach for further information.

Random Student Drug Testing

All students in grades nine through twelve who participate in AIA sports or activities will be part of the random drug testing pool. In order to try out or enroll, students must agree to submit to random drug testing any time during the school year. Students

remain active for drug testing throughout the year even if they are no longer participating in a sport or activity. Written parental consent for the student to be tested for drugs or alcohol is also required as part of student eligibility. There are consequences for students who do not pass the drug test.

Lettering

Students can earn varsity letters in academics, athletics, and in the Fine Arts. For more information, contact the Athletic Director.

STATE AND FEDERAL LAWS

The following are some of the Arizona Revised Statutes (laws) related to public schools.

Abuse of Staff (A.R.S. 13-1204)

Under ARS 13-1204, a person commits aggravated assault if the person commits the assault knowing or having reason to know the victim is a teacher or other person employed by any school and the teacher or other employee is on the grounds of the school or grounds adjacent to the school or is in any part of a building or vehicle used for school purposes, or any teacher or school nurse visiting a private home in the course of the teacher's or nurse's professional duties, or any teacher engaged in any authorized and organized classroom activity held on other than school grounds. This offense is considered a class 6 Felony. or class 3 misdemeanor

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

Mandatory Reporting of Criminal Activity to Law Enforcement

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.

School Property (A.R.S. 13-2911)

Any student who threatens to cut, deface, or otherwise injure any school property is subject to suspension or expulsion and, upon complaint of the Board; the parents of such students shall be liable for the damages. A referral can be made to law enforcement, which could result in a class 6 felony charge under ARS 13-2911.

Seclusion and Restraint (ARS 15-105)

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, 49 10/20/2021 Updated as part of a pupil's education plan, individual safety plan, behavior plan or individualized education program that involves the pupil's separation from a larger group for purposes of calming. FUSD has chosen not to use "confinement" as a disciplinary method. However, this method is useful for safety or therapeutic reasons when students pose imminent physical harm to themselves or others. If the district is compelled to use this method for the safety of your child or others for therapeutic reasons, parent (s) will be notified as soon as possible.

Teacher's Authority to Remove a Student from Class (A.R.S. 15-841)

A.R.S. 15-841 gives teachers the right to remove disruptive students from their classrooms. A teacher may remove a student from his/her class by documenting

abusive, threatening, disruptive, or unruly behavior. The referring teacher must submit supporting documentation within 24 hours of removal. Upon receipt of the teacher's recommendation to remove the student from class, the principal shall remove the student unless he/she can produce evidence that the basis for the recommendation was arbitrary or discriminatory and/or procedurally incorrect. Upon removal, the following steps will be completed by the principal: (1) Arrange for placement of the student in another class or an alternative setting, (2) Contact the parents to inform them of their child's removal from class and an explanation of procedures, (3) Arrange for appropriate continuation of the student's instructional program by securing individual lesson plans, learning objectives, and activities from the referring teacher, and (4) Arrange for a meeting with the school placement review committee to be conducted within three days of removal.

Truancy Law/Statement (A.R.S. 15-803)

Arizona State law states that it is unlawful for any child between the ages of six and sixteen to fail to attend school during the hours school is in session, unless there is a valid excuse. Any excused absence must be accompanied by medical documentation, or associated with bereavement, court, or an absence approved by the school administration or school nurse. 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 he/she is guilty of a class 3 misdemeanor. When the parent does not provide a valid excuse for the child's absence the school attendance officer may cite the student, parent, or custodian directly into court for violating the state truancy law.

Video Recordings

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. 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. Statue 13-3019. Violation of this statute is a class 5 felony.

STUDENT CONDUCT AND DISCIPLINE

Arizona state law makes the school responsible for the conduct and well-being of students from the time they leave home in the morning until they reach home in the evening.

The teacher is required by law to maintain a suitable environment for learning, and administrators have the responsibility for maintaining and facilitating the educational program. The administration is authorized to suspend students for cause.

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 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 District owned or controlled property or at District sponsored or supervised functions.
- Damage or threat of damage to property of the District, 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 District controlled premises.
- Forceful or unauthorized entry to or occupation of District facilities, including both building and grounds.
- Unlawful use, possession, distribution, or sale of tobacco, alcohol, or drugs or other illegal contraband on District property or at school-sponsored functions.
- Conduct or speech that violates commonly accepted standards of the District and that, under the circumstances, has no redeeming social value.
- Failure to comply with the lawful directions of District 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.
- Alleged conduct off campus or during non-school hours in which the student's continued attendance would negatively affect the school environment.
- Knowing violation of District 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.
- Any conduct constituting a breach of any federal, state, or city law or duly adopted policy of the Board.
- Carrying or possessing a weapon on school 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 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 staff who is attempting to maintain public order

Any student who violates these policies and regulations may be subject to discipline up to expulsion, in addition to other civil and criminal prosecution. These punishments may be in addition to any customary discipline that the District presently dispenses. Such students may be removed from their respective attendance boundary schools and placed in alternative educational programs.

Local law enforcement shall be notified by the Superintendent regarding any suspected crime against a person or property that is a serious offense, involves a deadly weapon or dangerous instrument or that could pose a threat of death or serious injury to employees, students or others on school property. The authority of the Superintendent to establish regulations covering students may be delegated to principals for their individual schools.

Student conduct - FUSD J-2300 JIC

“Students shall be expected to obey all policies and regulations focusing on student conduct adopted by the 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 staff who is attempting to maintain public order. Any student who violates these policies and regulations may be subject to discipline up to expulsion, in addition to other civil and criminal prosecution. These punishments may be in addition to any customary discipline that the District presently dispenses. Local law enforcement shall be notified by the Superintendent regarding any suspected crime against a person or property that is a serious offense as defined in 13-604(V)(4), involves a deadly weapon or dangerous instrument or that could pose a threat of death or serious injury to employees, students or others on school property.”

Students at FUSD K-12 Schools have the right to a quality education, free from unnecessary disruptions and distractions. Effective and appropriate learning occurs more readily in a school/campus environment relatively free from behavioral problems. The entire school community (parents, students, school personnel and community members) shares responsibility for maintaining 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. Pursuant to Policy J-4600 JK Student Discipline, “FUSD’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 student’s behavior affects the school order.”

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.

Pursuant to Policy J-0050 JA, "FUSD'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". Pursuant to Policy J-3400 JIH, "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. Pursuant to Policy J-3400 JIH, "School officials have the right to search and seize property, including school property temporarily assigned to students, when there is 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 expectation 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."

Appropriate Dress

Dressing in a manner that may result in a distraction or disruption of a safe environment is considered inappropriate. Attire that suggests involvement in gang activity or any apparel that is suggestive, obscene, lewd, shows vulgar language or symbols, or shows symbols or language relating to or promoting sex, drugs, tobacco, weapons, violence, or alcohol on clothing are prohibited. Students should realize that brief and revealing clothing are not appropriate in school. The following is a general guide that may be used in helping the student select appropriate clothing. See FUSD School Board Policies JIC, JICA, JICA-RA.

The District encourages students to take pride in their attire as it relates to the school setting. Students should dress in a manner that, in addition to the following guidelines, takes into consideration the educational environment, safety, health, and welfare of self and others.

- A. Students must wear a shirt with pants or skirt or the equivalent (dress, leggings, or shorts).
- B. Clothing must not be see-through and must cover a student's undergarments, chest and torso, when standing or sitting.

- C. Shoes must be worn at all times. Closed shoes are to be worn for any type of physical activity, such as physical education, et cetera.
- D. Jewelry shall not be worn if it presents a safety hazard.
- E. Clothing, accessories and/or jewelry may not state, imply, or depict hate speech/imagery targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any other protected classification.
- F. Students may wear clothing, accessories and jewelry that display religious messages or religious symbols in the same manner and to the same extent that other types of clothing, accessories and jewelry that display messages or symbols are permitted.
- G. Subject to the above, no hats, bandannas, other head coverings, or sunglasses may be worn in a classroom or school building, except for properly approved occupational safety headgear required for special classes or if authorized by a school administrator or authorized/prescribed by a medical professional.
- H. Obscene language or symbols, or symbols of drugs, sex, or alcohol on clothing are prohibited.
- I. Students may not wear clothing, accessories and/or jewelry with images, symbols, slogans, words or phrases that are profane, discriminatory or defamatory or that is worn with the intent to convey affiliation with a criminal street gang as defined in A.R.S. 13-105.
- J. Hats and sunglasses may be worn outside.

Exceptions for special activities or health considerations may be preapproved by the administrator. Students who volunteer for extracurricular activities, such as athletics, band, chorus, et cetera, are subject to the standards of dress as defined by the sponsors of such activities.

Students and their parents/guardians have the responsibility to be aware of the school's specific dress code and to conform to these requirements. If a student or parent has any questions about whether specific attire or accessories are in compliance with this dress code, they should contact the Assistant Principal prior to wearing such attire or accessory to ensure compliance. On campus, the faculty, staff and administration have the responsibility to interpret and enforce this policy. Each year parents ask for guidelines as they help students select appropriate attire for school. School pride, morale and image are influenced by the general appearance of students.

The school is not responsible for the storage, inventory, or safekeeping of any confiscated item; this includes hats and electronic devices.

**** ALL RULES APPLY TO BOYS AND GIRLS.**

The administration retains the final discretion to determine that the garment or accessory meets the dress code.

Dangerous Instruments and 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, or dangerous instrument.
- Simulated weapon means an instrument displayed or represented as a weapon.
- 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.

Due Process

Students in Florence Unified Schools have rights. In disciplinary cases, students are entitled to due process. This means students:

- Must be informed of the accusations against them.
- Must have an opportunity to accept or deny the accusations.
- Must have the factual basis for accusations explained to them.
- 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.

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. “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.

Freedom of Expression

FUSD Governing Board policy JICEC reiterates that “students possess inalienable rights to develop, believe, and follow personal viewpoints and beliefs to the extent their viewpoints and beliefs do not infringe upon nor denigrate the same rights of others.

Mountain Vista Academy does retain its rights to maintain order and discipline on school property in a content and viewpoint neutral manner, protect the safety of students, employees, and visitors on school property and adopt and enforce policies and regulations concerning student speech while on school property in a manner that does not violate a student's state and federal constitutional rights.

Students at MVA have the right to freedom of speech, religion, and the right to assemble peacefully, but speech and behavior that are disruptive can be prohibited. Students' right to assemble is subject to school authorities setting reasonable limits regarding the time, place, and manner in which students may assemble.

Students have the right to symbolic forms of expression (e.g., flags, banners, stickers, computer desktop backgrounds, clothing, etc.) to the extent that the symbolic expressions do not substantially disrupt the school's academic learning environment or any school activity.

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 I89-096 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.

Searches

Policy JIH states: "School officials may question students regarding matters incident to school without limitation." Areas 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 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 health, safety, and welfare of the student(s) exists" policy JIH.

Students are subject to discipline if infractions occur

Arizona law allows the school to hold you accountable for your behavior on the way to and from school, at lunch, and during any school sponsored activity (home or away, day or night).

- To and from school or school activities, including bus stops

- In classrooms
- On campus
- On any District property

Student Grievance Process

Students who have a conflict with a teacher or any other MVA 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 Assistant Superintendent 520.866.3500. Students are encouraged to involve their parent or guardian in this process.

Student Harassment

Verbal, physical, or psychological acts of aggression relating to a person's race, ethnicity, religion, gender, disability or sexual orientation will not be tolerated. Students who engage in such behavior will be subject to disciplinary consequences. Students, who believe that they have been harassed, should contact their counselor or any administrator as soon as possible. A common school administration tool is the use of a "Non-Violence Agreement" or a behavior contract. This is a document that is signed by the students involved in a conflict after a mediation session has taken place with district administration. It is an agreement by both students that there will not be further contact of any kind with one another.

Suspension

"Suspension" means the temporary withdrawal of the privilege of attending school for a specific period of time. The policy of FUSD K-12 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."

STUDENT CONDUCT VIOLATIONS AND CONSEQUENCES

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.

Alternate Placement	Only students who qualify under IDEA may be eligible.
Attendance Contract	Following a parent conference/notification, an attendance contract is established and will be signed by both parent and student.
Behavioral Contract	Following a parent conference/notification, an attendance contract is established and will be signed by both parent and student.
Bullying Contract	Following a parent conference/notification, an attendance contract is established and will be signed by both parent and student.
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.
In- School Suspension (based on availability)	This is the temporary removal of students from all regular classes for violation of school rules. Students are then assigned to the in- school suspension program for the entire day or any part thereof where they will spend their time studying, doing homework or class work. Failure to report as assigned will be considered insubordination and will result in further disciplinary action. While serving an in -school suspension the student will not participate in any school activities. The student will receive credit for class work completed and submitted that day.
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 FUSD Assistant Superintendent. Students who receive a long-term suspension will not be permitted to make up class work while on suspension.
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 the 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 metering 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 work when the student returns. Students are afforded an equal number of days to make-up missed work as suspension. (i.e. two days suspension equates to two days to make up work. Short-term suspensions cannot be appealed.

The Code of Conduct is based upon progressive student discipline as described in Governing Board regulation JK-RA: "Depending upon the nature of the violation, student discipline may be progressive, i.e., generally, a student's first violation should merit a lighter penalty than subsequent violations."

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 or school activity, including bus stops; (3) in classrooms, on campus or on any district property.

Note: 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.

VIOLATION & DEFINITION	MINIMUM	MAXIMUM
Academic		
Cheating: Wrongfully securing and/or using information or assisting others to do so, including online. Board Policy JIC	Conference, Academic Contract, After School Detention, 1-3 days ISS	3-10 Days OSS, Long Term Suspension
Forgery: Falsely and fraudulently making or altering a document, writing or using the signature or initials of another person, including online. Board Policy JK	Conference, Academic Contract, After School Detention, 1-3 days ISS	3-10 Days OSS, Long Term Suspension
Lying, False Reporting: To make an untrue statement with the intent to deceive, to create a false or misleading. Board Policy JK	1-3 Days ISS, Behavior Contract	3-10 Days OSS, Long Term Suspension
Plagiarism: To steal and pass off the ideas or words of another as one's own. Board Policy JK	Conference, Academic Contract, After School Detention, 1-3 days ISS	3-10 Days OSS, Long Term Suspension
Aggression		
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. Board Policy JIC	10 Days OSS, Long-term Suspension	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	10 Days OSS, Behavior Contract	10 Days OSS, Long-term Suspension, Expulsion

physical injury or knowingly touching another person with the intent to injure, insult or provoke the person. Board Policy JIC		
Disorderly Conduct: Intent to disturb the peace or quiet of others. Board Policy JIC	1-3 Days ISS, Behavior Contract	3-10 Days OSS, Long-Term Suspension
Endangerment*: Recklessly endangering another person with a substantial risk of imminent physical injury. Board Policy JIC	1-6 Days ISS or OSS, Behavior Contract	10 Days OSS, Long Term Suspension, Expulsion
Fighting*: Mutual participation in an incident involving physical violence, where there is not major injury. Board Policy JIC, JK	10 Days ISS or OSS, Behavior Contract	10 Days OSS, Long Term 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. Board Policy JIC	1-6 Days ISS or OSS, Behavior Contract	10 Days OSS, Long-Term Suspension
Recklessness: Unintentional, careless behavior that may pose a safety or health risk for others. Board Policy JIC	Conference, 1-6 Days ISS or OSS, Behavior Contract	10 Days ISS or OSS, Long-Term Suspension
Instigation/Provocation: Use of language or written gestures that may incite. (Written, verbal, electronic, or gestured) Board Policy JIC	Conference, 1-6 Days ISS or OSS, Behavior Contract	10 Days ISS or OSS, Long-Term Suspension
Alcohol, Tobacco, and Other Drugs		

Alcohol Possession **: The possession of alcohol. Board Policy JICH	10 Days OSS	10 Days OSS, Long-Term Suspension
Alcohol Sale/Distribution or Intent to Distribute **: Sale or intent to sell or distribute alcoholic substance or substances represented as alcohol. Board Policy JICH	10 Days OSS	10 Days OSS, Long-Term Suspension
Alcohol Share *: Share means the act of giving alcohol, including passing of alcohol from one person to another. Board Policy JICH	10 Days OSS	10 Days OSS, Long-Term Suspension
Alcohol Use **: The use of or being under the influence of alcohol. Board Policy JICH	10 Days OSS	10 Days OSS, Long-Term Suspension
Drugs: 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.	10 Days OSS	10 Days OSS, Long-Term Suspension
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. Board Policy JICH	10 Days OSS	10 Days OSS, Long-Term Suspension
Drug Look-a-Like/Over-the-Counter: The distribution, possession, sale, or use of	10 Days OSS	10 Days OSS, Long-Term Suspension

imitation, look-alike, 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). Board Policy JICH		
Drug Possession **: The possession or purchase of drugs (including vape pens containing drugs). Board Policy JICH	10 Days OSS	10 Days OSS, Long-Term Suspension
Drug Sale/Distribution or Intent to Distribute **: Sale or distribution of or the intent to sell, distribute, or manufacture drugs (including vape pens containing drugs). Board Policy JICH	10 Days OSS	10 Days OSS, 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). Board Policy JICH	10 Days OSS	10 Days OSS, Long-Term Suspension, Expulsion
Drug Use **: The use of or being under the influence of drugs (including vape pens containing drugs). Board Policy JICH	10 Days OSS	10 Days OSS, Long-Term Suspension, Expulsion
Tobacco Possession *: Possession of tobacco substances, products, or substances represented as tobacco, including vape pens or e-cigarettes. Board Policy JICG	3-10 Days OSS	10 Days OSS, Long-Term
Tobacco Sale/Distribution or Intent to Distribute ** Sale or distribution or the intent to distribute tobacco substances, products, or substances represented as tobacco, including vape pens or e-cigarettes. Board Policy JICG	3-10 Days OSS, Tobacco Diversion Program	10 Days OSS, Long-Term Suspension
Tobacco Use **: The use of any tobacco product. Board Policy JICG	3-10 Days OSS, Tobacco Diversion Program	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. Board Policy JIC, JK	: 10 Days OSS, Long-term Suspension	10 Days OSS, Long-Term Suspension, Expulsion
Arson of Structure or Property **: The attempt to or intention to burn a building, structure, or property. Board Policy JIC, JK	10 Days OSS, Long-term Suspension	10 Days OSS, Long-Term Suspension, Expulsion
Attendance Policy		
Ditching/Unexcused Absence: Any absence from school or class that has not been excused. Board Policy JHB	Conference, After School Detention, Attendance Contract, 1-5 Days ISS.	3-10 Days OSS, Long-Term Suspension
Leaving School Grounds without Permission: Leaving school grounds or being in an "out of bounds" area during the regular school hours without permission. Board Policy JK	Conference, After School Detention, Attendance Contract, 1-5 Days ISS.	3-10 Days OSS, Long-Term Suspension
Other Attendance Violation: Any other attendance violation. Board Policy JEA Non-Compliance w/Policy	Conference, After School Detention, Attendance Contract, 1-5 Days ISS.	3-10 Days OSS, Long-Term Suspension
Tardy: Unexcused lateness to class or arriving to school late. Board Policy JK	Conference, Attendance Contract, 1-5 Days ISS.	3-10 Days OSS
Bus		
	Failure to comply with all rules on the bus and at bus stops.	
See Student Handbook under Student Transportation for specific consequences at each level:	Student Conference	Loss of Bus Riding Privileges
Dangerous Items*		
Dangerous Items/Simulated Firearm * Possession or use of:	Item will be confiscated. 5-10 Days OSS, Long-Term	10 Days OSS, Long-Term Suspension, Expulsion

AirSoft Gun, BB Gun, Knife with a blade less than 4.5 inches, Laser Pointer, Letter Opener, Mace, Other Dangerous Item(s), Paintball Gun, Razor Blade or Box Cutter, Simulated Knife, Taser or Stun Gun, Tear Gas Board Policy JICI	Suspension	
Firearms (including destructive devices) **: Possession or use of loaded or unloaded, operable or inoperable, Destructive Device (bomb or grenade), Handgun or Pistol, Other Firearm(s) or destructive device(s), Shotgun or Rifle, Starter Gun Board Policy JIC, JICI	10 Days OSS, Expulsion	10 Days OSS, 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) Board Policy JIC, JICI	10 Days OSS, Long-term Suspension	10 Days OSS, 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, and involves an imbalance of power. Bullying may be verbal, written or physical. Cyberbullying is, but not limited to, an act of bullying committed by use of electronic technology including social media. Board Policy JIC, JII	Conference, Bully Contract, 1-5 Days ISS or OSS	5-10 Days OSS, Long-Term Suspension, Expulsion
Harassment, Nonsexual *: Communication with another person anonymously or by verbal, electronic, mechanical,	Behavior Contract, 1-5 Days ISS or OSS	10 Days OSS, Long-Term Suspension

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.		
Hazing *: Any activities that can be considered any type of initiation of another student. Board Policy JIC, JICFA	Conference, Behavior Contract, 3-5 Days OSS	10 Days OSS, Long-Term Suspension, Expulsion
Intimidation *: Intentional use of language or conduct to frighten, attempt to frighten, or coerce another person into submission or obedience. Policy JICF, JII	Conference, Behavior Contract, 1-5 Days ISS or OSS	10 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. Policy JICF, JII	Conference, Behavior Contract, 3-10 Days ISS or OSS	10 Days OSS, Long-Term Suspension, Expulsion
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. Board Policy JK	5-10 days OSS, No Contact Contract, Long-Term Suspension	10 days OSS, Expulsion
Harassment, Sexual with Contact* Board Policy JK	10 days OSS, No Contact Contract, Long-Term Suspension	10 days OSS, Expulsion
Indecent Exposure or Public	3-10 days OSS, Long-Term	10 days OSS, Long Term

Sexual Indecency *: The intentional exposure of one's private body parts in a manner that gives offense against accepted or prescribed behavior. Board Policy JK	Suspension	Suspension, Expulsion
Pornography: The possession, distribution, or sale of any pornographic materials. Board Policy JK	3-10 days OSS, Long-Term Suspension	10 days OSS, Long Term Suspension, Expulsion
Other School Policies		
Combustibles: Student is in possession of a substance or object that is readily capable of causing bodily harm or property damage, (i.e., matches, lighters, poppers, firecrackers, gasoline, and lighter fluid.)	Confiscation, 3-10 Days ISS or OSS	10 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 interactions. Board Policy JIC, JK	Conference, Behavior Contract, 2-5 Days ISS or OSS	10 Days OSS, Long-Term 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. Board Policy JIC	Conference, Behavior Contract, 1-5 Days ISS or OSS	10 Days OSS, Long-Term Suspension
Dress Code: Failure to comply with the school or District's dress code. Board Policy JICA	Change clothing, Conference, Detention, 1-5 days ISS	Change clothing, 1-5 days OSS
Gambling: To play games of chance for money or to bet a sum of money. Board Policy JK	After School Detention, 1-5 days ISS	3-10 Days OSS, Long-Term Suspension
Inappropriate Language:	Conference, 1-5 days ISS or OSS	5-10 days OSS, Long-Term

Student delivers verbal or written messages that include swearing, name-calling, obscenities, vulgarity, foul, indecent, or words used in an inappropriate way. Board Policy JIC, JK		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. Board Policy JICF	Conference, After School Detention, 1-5 Days ISS or OSS	10 Days OSS, Long-Term Suspension, Expulsion
Possession of Contraband: The possession of items that may disrupt the learning environment. Board Policy JIC, JK	1-5 Days OSS	5-10 Days OSS, Long-Term Suspension
Public Display of Affection: Holding hands, kissing, sexual touching, or other displays of affection. Board Policy JIC	Conference, After School Detention, 1-5 days ISS	5-10 Days OSS
School Threat		
Threats/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.	Conference, Behavior Contract, 1-5 days OSS	10 days OSS, Long-Term Suspension, Expulsion
Threatening an Educational Institution: To interfere with or disrupt an educational institution through threatening		A student who is determined by the administration to have threatened an educational institution shall be

<p>statements, including but not limited to:</p> <ul style="list-style-type: none"> • Threatening to cause physical injury to any employee of an educational institution or any person attending an educational institution; • 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; • Going on or remaining on the property of any educational institution for the purpose of interfering with or disrupting the lawful use of the property or in any manner as to deny or interfere with the lawful use of the property of others. • Refusing to obey a lawful order to leave the property of an educational institution. <p>May require a Threat Assessment to be conducted by school personnel.</p>		<p>recommended to the Governing Board for expulsion recommendation requirement for a student on a case-by-case basis, in the sole discretion of the administration, if the student agrees to participate in mediation, community service, restitution or other program(s) established by the administration in which the student takes responsibility for the threat and for the results of the threat. The administration may reassign a student who is subject to expulsion to an alternative program and may require that the student's parent(s) or guardian(s) participate in the mediation, community service restitution or other programs in which the parent or guardian takes the responsibility with the student for the threat.</p>
<p>Bomb Threat **: Threatening to cause harm using a bomb, dynamite, explosive, or arson-causing device. Board Policy JIC, JIC-R, JICK</p>	<p>10 days OSS, Long-Term Suspension</p>	<p>10 days OSS, Expulsion</p>
<p>Chemical or Biological Threat **: Threatening to cause harm using dangerous chemicals or biological agents. Board Policy JIC, JIC-R, JICK</p>	<p>10 days OSS, Long-Term Suspension</p>	<p>10 days OSS, Expulsion</p>
<p>Technology</p>		
<p>Computer/Network Infraction: Any violation of the Electronic Information Services User Agreement. Board Policy IJNDB</p>	<p>Conference, Detention, 3-5 days ISS or OSS</p>	<p>10 days OSS, Long Term Suspension</p>
<p>Telecommunication Device: Inappropriate possession or use of an electronic device or "toy"</p>	<p>Confiscation, Conference, Detention, 3-5 days ISS or OSS</p>	<p>10 days OSS, Long Term Suspension</p>

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: MP3 players, iPods, cell phones, smartphones, electronic games, digital cameras, media players, tablets, and laptops.		
Theft		
Extortion *: Knowingly obtaining or seeking to obtain property or services by means of a threat. Board Policy JIC	5-10 Days OSS, Long-Term Suspension	10 Days OSS, Expulsion
Petty Theft: Theft of items valued \$100 or less. Board Policy JIC	1-5 Days OSS, Restitution	5-10 Days OSS, Long-Term Suspension, Restitution
Theft: The illegal taking of another person's property without that person's consent.	1-5 Days ISS or OSS, Restitution	5-10 Days OSS, Restitution, Long-Term Suspension, Expulsion
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. Board Policy JIC	10 days OSS, Citation	10 days OSS, Citation, Arrest, Long-Term Suspension
Vandalism		
Graffiti or Tagging: Writing on walls, drawings, or words that are scratched, painted, or sprayed on walls or other surfaces in public places. Board Policy JIC	3-10 days ISS or OSS, Restitution	9-12: 10 days OSS, Restitution, Long-Term Suspension
Vandalism of Personal Property *: Willful destruction or defacement of personal	3-10 days ISS or OSS, Restitution	10 days OSS, Restitution, Long-Term Suspension

property. Board Policy JIC		
Vandalism of School Property *: Willful destruction or defacement of school property Board Policy JICB	3-10 days ISS or OSS, Restitution	10 days OSS, Restitution, Long-Term Suspension

*Reported to ADE

**Required to be reported to local law enforcement, also reported to ADE

FUSD School Bus Policies and Procedures

1. Obey the bus driver at all times.
2. Be at the bus stop 10 minutes prior to scheduled pick-up time in the morning. Be on time to the bus in the afternoon.
3. Stand a safe distance from the curb or highway.
4. Be courteous to the driver and other bus passengers.
5. When crossing a street by the school bus, always cross in front of the bus.
6. Always use the steps and handrail when boarding and leaving the bus.
7. Sit quickly and quietly in assigned seat. Remain seated facing forward in your assigned seat while the bus is moving. The aisle is not to be blocked at any time.
8. Always identify yourself when asked by the driver.
9. No eating, drinking (except water in plastic bottles), smoking, chewing gum or spitting inside the bus.
10. Keep hands, head, arms and all objects inside the bus at all times.
11. Talk in normal tones; loud, rude, vulgar or obscene language is prohibited.
12. Keep the bus clean and free of damage.
13. State law prohibits the following items on school buses: Alcoholic beverages
Weapons Explosives Dangerous or narcotic drugs Fireworks Legally prohibited substances Smoke or stink bombs Tobacco Animals, insects or reptiles Other dangerous objects Glass items
14. All items carried by students (i.e., band instruments, athletic equipment, backpacks, etc.) must be under their control at all times, and must be carried in the lap, between seats, or properly secured in a vacant seat. Instruments cannot occupy needed seating space or be placed in the driver's compartment or in the step well.
15. Skateboards, scooters and roller blades are not allowed on the school bus.
16. Students are permitted to use only their designated bus stops. Any changes require a parent/legal guardian's written request, counter-signed by a school official.
17. Students are permitted to ride only their assigned bus. Any exceptions must be requested in writing by the student's parent or legal guardian and approved by a school official.
18. Remain seated while the bus is in motion and until it comes to a stop.
19. Secondary students are required to show a student ID card to the bus driver

upon request.

These expectations are taken from various regulatory sources including, federal regulations and laws, Arizona state laws and regulations, DPS regulations, and Florence School District policies.

List of School Bus Infractions (Infractions and consequences also apply to behavior at bus stops) Level I Infractions which cause delay, inconvenience or irritation.

1. Failure to remain properly seated
2. Loud disruptive talking or yelling
3. Failure to take assigned seat upon request
4. Eating/drinking/chewing gum on bus
5. Harassing other passengers or driver or aide
6. Littering inside/outside bus
7. Horseplay on bus or at bus stop Level II Disrespectful, illegal, damaging or demeaning
8. Refusal to show ID card, or give student name upon driver's request. (Secondary students only)
9. Profanity, obscene language or gestures
10. Extending hands or head out of bus window
11. Verbal abuse of driver or passenger
12. Defiant behavior or profanity toward driver or aide
13. Spitting
14. Throwing objects on bus
15. Throwing objects at bus
16. Tobacco, alcohol or drug possession on bus
17. Defacing school or district property
18. Rough and rowdy behavior
19. Unsafe behavior of any sort
20. Possession of lighters or matches on bus

Updated Level III Extremely dangerous or damaging

21. Fighting
22. Lighting matches or lighters on bus
23. Setting fire on bus
24. Destroying school district property
25. Physical assault
26. Profanity or verbal abuse directed towards demeaning a person's character
27. Fireworks possession or use on bus
28. Tobacco, alcohol or drug use on bus
29. Activation or tampering with emergency or safety equipment on bus
30. Use of laser pens, lights or other shining or reflective devices to distract or

- obscure driver's vision
31. Weapon, simulated weapon, firearm, destructive device, or dangerous instrument on bus or at bus stop
 32. Shoving student(s) in path of any oncoming vehicle
 33. Throwing objects out of bus
 34. Unauthorized exit from emergency door
 35. Physically impeding movement of school bus
 36. Verbal threat of harm or violence
 37. Any action causing harm to others

Minimum Consequences for School Bus Infractions

Level I Infractions:

First offense Conference with school administrator and student. Parent to sign and return bus incident report.

Second offense 1 - 3 day bus suspension (Elementary) 3 day bus suspension (Secondary) Conference with school administrator, student and parent. Driver to be involved. Parent to sign and return bus incident report.

Third offense 3 -10 day bus suspension (Elementary) 10 - 30 day bus suspension (Secondary) Conference with school administrator, student and parent. Driver to be involved. Parent to sign and return bus incident report.

Fourth offense Bus privileges to be suspended from 60 school days to the remainder of school year. Parent to sign and return bus incident report.

Level II Infractions:

First offense 1- 3 day bus suspension (Elementary) 3 -10 day suspension (Secondary) Conference with school administrator, student and parent. Driver to be involved. Parent to sign and return bus incident report.

Second offense 3 -10 day bus suspension (Elementary) 10 - 30 day bus suspension (Secondary) Conference with school administrator, student and parent. Driver to be involved. Parent to sign and return bus ticket.

Third offense Bus privileges to be suspended from 60 school days to the remainder of the school year. Parent to sign and return bus incident report.

Level III Infractions:

First offense Bus privileges to be suspended from 60 school days to the remainder of

school year, whichever is longer. Remaining suspension to carry-over to next school year. Parent to sign and return bus ticket. Other district/legal action as deemed necessary.