

Handbook 2025-2026

WELCOME BACK

About this Handbook

Contained in this student handbook are answers to the most often asked questions we hear from parents. We've included information that's important for both parents and students. We encourage you to share and reinforce with your children those areas that are important to allow for a safe, happy school year. Please keep this and use it as a reference throughout the year. It contains important dates along with other information. If we've forgotten anything, feel free to call. We'll be glad to answer any questions you may have!

Mission:

We will partner with families providing emotional, social, and academic support, encouraging students to go further than they thought possible.

Vision:

We strive to be the heart of our community.

A message from your child: Help me get to school every day. And help me to be on time. Answer notes, telephone calls and messages from school. Ask me daily what new things I learned in school. Help me feel good about myself. Teach me how to be caring and understanding and teach me good manners. Help me realize how important school is to my future by supporting the school and attending conferences and school functions.

Palominas Elementary District #49
Sherri Rosalik, Superintendent
District Website: www.psd49.net

August 1, 2020

Dear Parents:

We look forward to another successful and exciting year for everyone! The Palominas School District has two wonderful elementary schools each with an outstanding staff ready to serve our students in grades K-8. In addition to our elementary schools, we have a facility dedicated to Preschool, the District Office, and community resources.

This handbook has been designed to give you detailed information about our schools, departments and environment. We encourage you to read the handbook completely with your child so that you and your family will be well informed about our district and its policies.

We believe in maintaining a safe and orderly environment in which all students can succeed. The teachers, staff, and administrators are here to provide our students with the support and direction they need as they pursue their goals this year. All of us maintain high expectations for our students and we look forward to their achievements throughout the year in the Palominas District.

To acknowledge receipt of this handbook we ask that parents/guardians sign and return the last page. Please do not hesitate to call us if you have any questions or comments.

Sincerely,

The Palominas District Administration & Staff

DISTRICT OFFICE

6849 E. Hwy 92, PO Box 38

Hereford, AZ 85615

520-366-6204 FAX 366-5717

District website: <http://psd49.net>

District Facebook page: Facebook.com/psd49.net

CORONADO

5148 Coronado School Drive

Sierra Vista, AZ 85650

520-378-0616

FAX 378-4195

PALOMINAS

10385 E. HWY 92

Hereford, AZ 85615

520-366-5441

FAX 366-5875

VALLEY VIEW PRESCHOOL

6849 E Highway 92

Hereford, AZ 85615

520-366-5508

FAX 366-5592

Transportation

366-6204 ext. 113 (7am-5pm)

266-2239 (5am-7pm)

Food Service

366-6204 ext. 109

Exceptional Student Services

366-6204 ext. 117

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EDUCATIONAL PHILOSOPHY

The District recognizes the value of a consistent integrated effort from the home, the school, and the community. All are necessary to educate the whole child and best prepare him/her to share in a future of possibility and promise. We encourage our parents to volunteer in classes, and/or serve on our Site Councils and Family Engagement Committees. Please contact your child's school if you are interested.

In a positive environment, high expectations are correlated with abundant opportunities to ensure student success. Learning experiences are provided to facilitate mastery of thinking and research skills and encourage the development of student interests and appropriate social attitudes. These goals are realized through the efforts of an instructionally diverse and creative staff. Innovative resource materials are available to support and enrich basic strands of the curriculum.

In the District, student individuality is appreciated. Through teamwork and cooperation, each child's unique set of needs are respected and addressed. Within a small rural context the District strives to progress, yet still remain nurturing and supportive.

The District is proud to offer a full day kindergarten program. We believe that a full day program will provide our students with the best opportunity to master the Arizona Academic Standards and be successful throughout their school career.

ENROLLMENT REQUIREMENTS

BIRTH CERTIFICATES AND IMMUNIZATION RECORDS ARE REQUIRED BY LAW FOR ALL STUDENTS. (To be complete, students must have one DPT & Polio after their 4th birthday.) Kindergarten students must be 5 years of age by August 31st of the year they are enrolled in school. Proof of residency is also required. If a family is identified as homeless, the district will enroll the child/children without the required paperwork and assist the family in obtaining all necessary records promptly.

HOMELESS STUDENTS

The McKinney-Vento Act is a federal law designed to identify students whose families are homeless and provide those individuals with a consistent, quality education. The identification process is simple and Title I services, transportation and school lunches are available to children who are homeless. Each school in our district has a poster and flyers describing the provisions of this act and listing the District Liaison, Kaytee Hale. Please contact her (366-6204, ext. 109) about the identification process, the dispute resolution process or any other questions you might have.

ATTENDANCE

Regular attendance and being on time are two things that help students to be successful in schools. Absences disrupt schedules, require readjustment to the class routine, and slow down learning.

Students should be in class every day unless they are ill. It is very important that the school is notified as soon as possible if a student will be absent. Message machines are available for you to call in the event of an illness. Please state the type of illness when you call. If the school is not notified by 10:45 a.m.,

state law requires a call be made to verify the absence. A note from the parent explaining the absence is required when phone verification is unsuccessful.

Coronado School telephone number: (520)378-0616

Palominas School telephone number: (520)366-5441

Valley View Preschool number: (520)366-5508

Parents/guardians are responsible for seeing that students attend regularly. Excessive absences can be cause for retention. If a child is absent 10 days or more a letter will be sent home informing parents of the retention policy.

A.R.S. §15-802, Paragraph (E) provides that: "unless otherwise exempted in this section or §15-803, a parent of a child between six and sixteen years of age or a person who has custody of a child, who does not provide instruction in a home school and who fails to enroll or fails to ensure that the child attends a public, private or charter school pursuant to this section is guilty of a class 3 misdemeanor." The maximum penalties for a class 3 misdemeanor are thirty (30) days in jail and/or a fine of up to Five Hundred Dollars (\$500.00) for each offense. All or part of the sentence can be suspended and the person placed on probation for a period of up to one (1) year. A violation of probation could result in the imposition of any part of the maximum sentence not initially imposed. The District will work with the courts to enforce this statute.

TARDINESS

Being on time is important. If a student is late for school he/she must report to the office before going to the classroom. The student will be given a pass to take to the classroom teacher. If the student has continuous unexcused incidence of tardiness, parents will be notified and it may be necessary for the child to make the time up during lunch, recess, or after school. (See policy JK-ED)

EARLY RELEASE BY PARENT OR GUARDIAN

For the safety and protection of the child, we cannot allow him or her to be taken from the classroom before our regular dismissal time without the parent or guardian first coming to the office and signing the child out. We will then call the student from class. We will excuse a student early on the basis of a note or telephone call from the parents for appropriate appointments. For the safe dismissal of all students, the office will not be able to release students within the last 10 minutes of the school day.

VISITORS TO SCHOOLS

Parents are encouraged to visit the schools. For safety and security reasons, all visitors must report to the school office upon arrival. Visitors without badges will be directed to the school office. The classroom teacher and principal shall be informed as to the day and time of the visit so as to avoid any conflicts with the school schedule. In visiting the classroom, parents must realize that the teacher's first responsibility is to the students; therefore, no lengthy conversations will be possible. Conferences are scheduled twice a year for this purpose. Appointments may be made with the teacher for additional conferences. No person may enter onto school premises without the approval of the principal. No minor friends or relatives may attend class with a district student or travel on a Palominas District bus. Neither will any person be

allowed to conduct nor attempt to conduct any activity on school premises that has not had prior approval by the principal. **See policy K-I and regulation K-IR**

DISTRICT BEFORE/AFTER CARE PROGRAM

A program of before school care is available at Coronado and Palominas Schools. Before school care begins at 6:45 A.M. Please contact your child's school for additional information and a fee schedule. After school care is available at Valley View provided by the Boys & Girls Clubs of Sierra Vista. Contact the Boys & Girls Clubs of Sierra Vista for more information.

COMMUNICATIONS & SCHOOL CANCELLATIONS

Regular communications listing events, meetings, and committees will go out periodically via students, or electronically. Palominas Elementary School District FaceBook (Facebook.com/psd49) will be used to share information with parents and the community. Articles will appear in the Sierra Vista Herald Chalk Talk weekly column. Our InTouch system will automatically call phone numbers on file for urgent events. To check for information about adverse weather please check with KVOA, KOLD, KGUN and district website for cancellations. District and School Websites: www.psd49.net

HEALTH

Administering Medicines to Students:

It is the policy of the Palominas School District that a parent administers all children's medication at home. Under exceptional circumstances, medication may be administered by school personnel under the appropriate administrative regulations. Parents are required to sign a medical release form, which is available in the nurse/health aides' office.

Policy JLCD and ARS 15-157 provide for the following: "The Governing Board directs the Superintendent to prescribe and enforce regulations and procedures for the emergency administration of auto-injectable epinephrine by a trained employee of the School District pursuant to section A.R.S. 15-157 and subsequent to the adoption of rules by the State Board of Education on or before January 1, 2014 pertaining to annual training in the administration of auto-injectable epinephrine, recognition of anaphylactic shock symptoms and the procedures to follow when anaphylactic shock occurs and the requirements of A.R.S. 15-203(A)(40).

The Governing Board recognizes that the prescribed annual training is optional during any fiscal year in which sufficient monies are not appropriated by the legislature during that fiscal year to provide for the purchase of two (2) juvenile doses and two (2) adult doses of auto-injectable epinephrine at each public school in this state and if the school does not stock two (2) juvenile doses and two (2) adult doses of auto-injectable epinephrine at the school during that fiscal year."

Insurance:

Information on student insurance will be sent home in September. Prices are listed on the packets for both school-time and full-time rates.

STUDENT DRESS CODE

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

Shoes:

- Must be worn at all times.
- Slippers may not be worn at school.
- Heels may not exceed 3 inches in height.
- No flip flops.

Shorts/Skirts:

- Minimum length must be within two inches of the top of the knee.
- Must be visible and not completely covered by a shirt/jacket.

Tops/Shirts/Sweatshirts:

- No tank tops, bare midriffs, fishnet, see-through (lace), strapless, halter tops, or other bare, distracting clothing.
- Sleeveless tops must have a three inch strap (no spaghetti straps).
- Jerseys must be worn with a t-shirt underneath.

Headwear:

- Hats, beanies, bandanas, and hoods may not be worn indoors and must be worn appropriately (brim facing forward).

Accessories:

- Belts must be worn through loops and only two inches may hang down.
- Sunglasses may not be worn inside.
- Chains, including wallet chains, may not be worn.
- Jewelry, including earrings, may not present a safety hazard.

ALL Clothing:

- May not display illegal substances, violent/vulgar messages, gang oriented insignia, or otherwise inappropriate design.
- Undergarments may not be visible.
- Pajamas are not allowed except on spirit days.
- No rips or tears above the knee: No sagging clothing

Faculty and administration reserve the right to make the final decision as to the suitability of any attire and to decide when attire violates the district dress code. Students out of dress code will change into appropriate clothing. Repeated offenses shall result in disciplinary consequences for defiance of authority.

Student Cell Phone Policy

Palominas School District recognizes the importance of communication and collaboration, and provides devices for students to be productive in the classroom. To keep the focus on academics and to reduce unnecessary distractions, the district has a no cell phone policy.

Cell phones, smart watches and any other communication devices may not be used while on campus. If you feel your child must have a cell phone, it must remain in their backpack, TURNED OFF while at school and during Before Care. Texting and videotaping are not permitted anytime during the school day. Failure to follow these guidelines will result in confiscation of the phone. The cell phone may be retrieved

from the office by the student at the end of the day. A second offense will require the parent to retrieve the device. This policy is in effect throughout the entire school day including Before Care.

If a student has a medical need which requires monitoring by a cell phone or other device, allowances will be made for this.

DISCIPLINE/GENERAL STUDENT CONDUCT

Purpose:

To promote the principle of mutual respect by defining the standards of behavior expected of Students and the consequences of failure to meet these standards.

These standards apply to students, staff, and visitors while on all PESD campuses or engaging in school activities, including field trips, sporting events, conferences, events and functions, and activities organized by district-affiliated clubs

The district aims to provide a safe, inclusive, and respectful learning and working environment for the Palominas District community and expects each member of that community to behave responsibly and ethically.

Student general conduct

Students are expected to behave in a way that:

1. respects the rights of others to study, work and engage in district activities in an environment safety and respect;
2. promotes a safe and inclusive environment and refrains from behavior which is abusive, threatening or intimidating of another person or which a reasonable person would regard, in the circumstances, as likely to harass, humiliate or intimidate another person;
3. complies with directions given by staff to promote the good order and management of the school;
4. ensures the proper use of district facilities, Information and property, and the property of other persons on its campuses and sites;
5. demonstrates appropriate behavior while representing the district in any capacity, including while participating in sports, events, conferences, functions, and field trips;
6. complies with all health and safety requirements and instructions given by the school and district staff; and
7. complies with District Policies and Procedures that relate to students.

The discipline plans used throughout our schools reward students who exhibit desired behaviors as well as provide consequences for those who break the rules. Each classroom will have a plan posted and/or distributed so that every student knows what is expected of him/her.

A.R.S. 13-12-1 and A.R.S. 13-29-11

In Arizona schools, communicating a threat is a crime. The law provides that any student who, with the intent to terrify, threatens to cause physical injury to a school employee or student or serious damage to property, or intimidates another person, by work or conduct is guilty of a Class 1 misdemeanor. If the intent of the threat is to cause the other person to participate in a criminal street gang, the crime becomes a Class 4 felony. In order to comply with the new law, the District will report to the police any and all incidents that could potentially threaten the safety or security of pupils, teachers or administrators. These threatening behaviors may require that the student be considered for expulsion. The District reserves the right to deal with student discipline on a case-by-case basis. Students who are enrolled in Exceptional Student Services will be afforded the protections of the IDEA.

DISTRICT CODE OF CONDUCT/DISCIPLINARY MATRIX

This discipline plan is in effect during the time students are on the bus, walking to and from school, in school and at any after-school functions. See Board Policies under JK for additional information. See also page 14 pertaining to A.R.S. 13-12-1 and A.R.S. 13-29-11

PALOMINAS ELEMENTARY SCHOOL DISTRICT CODE OF CONDUCT

The Code of Conduct provides students with district expectations for appropriate behavior ensuring a safe learning environment for all. PESD strives to create a culture of learning with accountability for students who choose not to follow the Code of Conduct. This Code of Conduct will be applied to all students.

Every effort is made to utilize methods of positive reinforcement concerning student behaviors. We will partner with parents to develop behavior solutions when students violate this code of conduct. School administration may increase the level of intervention using this code of conduct and the interventions described therein.

Infractions resulting in a violation of student health, safety or the law, may be referred directly to school administration or law enforcement. In the event that questions arise regarding the Code of Conduct, please contact your site administrator or the superintendent, Sherri Rosalik.

Under no circumstances does the Palominas Elementary School District tolerate behavior from students or staff members which promotes the negative depiction of any person or group of people. Racism, discrimination and any form of harassment are unacceptable at our schools.

Levels with Possible Consequences

	Possible Consequences
Level 1 = 1 point	Parent Notification and Conference Request
	Conference
	Confiscation of Contraband (required)
	Student Verbal or Written Apology
	Referred to an Outside Agency (if available)
	Detention
	Privileges Suspended or Revoked
	Restitution
	Behavior Contract, Behavior Intervention Plan
Level 2 = 2 points	Any action from the prior level may also be imposed
	Short-Term In School Action
Level 3 = 3 points	Any action from the prior level may also be imposed
	Short Term Suspension (1-10 Days)
Level 4 = 5 points	Any action from the prior level may also be imposed
	Long Term Suspension (Out of school Suspension with a required Long Term Suspension Hearing and Manifestation Hearing if applicable)
Level 5 = 6 points	Any action from the prior level may also be imposed
	Long Term Suspension (Out of school Suspension with a required Long Term Suspension Hearing and Manifestation Hearing if applicable)

Each disciplinary infraction carries a point value. An accumulation of 6 points or more in the duration of a school year may result in an administrative recommendation for long-term suspension. An administrative recommendation may include a 10-day suspension pending a long-term suspension hearing.

- Suspending administrators can request that the superintendent approve additional consequences beyond measures listed above or can request action from a higher level consequence for unique cases.

Required Actions

	1st occurrence	Additional occurrence
Using, possessing, or distributing alcohol, drugs, or other controlled substances or paraphernalia	Long Term Suspension Hearing Law enforcement notified	Expulsion Hearing Law enforcement notified
Selling drugs, or other controlled substances or paraphernalia	Expulsion Hearing required Law enforcement notified	Expulsion Hearing Law enforcement notified
Assault Intentionally causing harm	Long Term Suspension Hearing Law enforcement notified	Expulsion Hearing Law enforcement notified
Hate Crime	Long Term Suspension Hearing Law enforcement notified	Expulsion Hearing Law enforcement notified
Firearms	Expulsion Hearing required by law Law enforcement notified	Expulsion Hearing required by law Law enforcement notified
Bomb Threat	Expulsion Hearing required by law Law enforcement notified	Expulsion Hearing required by law Law enforcement notified

Violations

AGGRESSION	<i>Action Level</i>
Verbal or Non Verbal Provocation <i>Language or gestures used to incite people or altercations</i>	1
Recklessness <i>Careless behavior that poses a threat to health or safety</i>	1
Minor Aggressive Act <i>Non serious but inappropriate physical contact</i>	2
Other Aggression <i>Intentional serious and inappropriate physical contact</i>	3
Disorderly Conduct	3
Endangerment <i>Students put themselves or others at risk of serious injury or death.</i>	3
Fighting <i>Mutual participation in aggressive act or physical altercation.</i>	3
Assault Intentionally causing harm	4
Aggravated Assault	5 Expulsion Hearing Required Mandatory report to law enforcement
OTHER VIOLATIONS	<i>Action Level</i>
Dress Code Violation	1
Public Display of Affection	1
Other Violation of School Policies and Regulations	1
Inappropriate Language	2
Contraband	2
Combustible	2
Disruption	2
Gambling	2
Defiance or disrespect towards authority and non compliance	2
Negative group affiliation/Illegal organization	3
ALCOHOL, TOBACCO AND OTHER DRUG VIOLATIONS	<i>Action Level</i>
Using, possessing, or distributing alcohol, or other controlled substances or paraphernalia	4 See required actions

Selling a controlled substance including marijuana or THC	5 See required actions
Tobacco (including vape pens and e-cigarettes) 1st offense w/no evidence of illicit drugs Long Term hearing is not required <i>Palominas Elementary School District, inclusive of all its buildings and property, shall be tobacco free 24 hours a day, 365 days per year. This includes all days when school is not in session and all events and other activities not associated with, or sponsored by, the school.</i> <i>Possession or use of tobacco products, or electronic cigarettes by students on District property, in District vehicles and at school-sponsored events (whether on or off District property) is prohibited at all times.</i>	3
DISHONESTY	<i>Action Level</i>
Cheating	2
Forgery	2
Lying	2
Plagiarism	2
HARASSMENT AND THREAT, INTIMIDATION	<i>Action Level</i>
Threat or Intimidation	3
Bullying	3
Harassment, nonsexual	3
Harassment, sexual	3
Harassment, sexual with contact	4 Mandatory report to law enforcement
Ethnic/Racial Slurs/Hate Speech	3
Hate Crime	4 Mandatory report to law enforcement
Hazing	3
SCHOOL THREAT OR INTERFERENCE	<i>Action Level</i>
Fire Alarm Misuse	4
Bomb Threat	5

	Expulsion Hearing Required Expulsion required by law
Chemical or Biological Threat	5 Expulsion Hearing Required Expulsion required by law
Other school threat	5 Expulsion Hearing Required Expulsion required by law
SEXUAL OFFENSES <i>**Federal law imposes limitations on school district discipline pertaining to allegations of sexual behavior.</i>	<i>Action Level</i>
Harassment, Sexual without contact	3
Harassment, sexual with contact	4 Mandatory Report to Law enforcement
Pornography	3
TECHNOLOGY, IMPROPER USE OF	<i>Action Level</i>
Telecommunication Device including smart watches	2
Other technology	2
Computer	3
Network Violation	3
THEFT	<i>Action Level</i>
Petty Theft	2
Theft-School Property or Non-School Property	3
Extortion	4
Robbery	4
TRESPASSING: VANDALISM OR CRIMINAL DAMAGE	<i>Action Level</i>

Trespassing	2
Graffiti or Tagging	2
Vandalism of Personal Property	3
Vandalism of School Property	3
POSSESSION OF WEAPONS AND DANGEROUS ITEMS	<i>Action Level</i>
Dangerous Items	3
Other Weapons	4
Simulated Firearm	3
Firearms	5 Expulsion Hearing Required Expulsion required by law Mandatory report to law enforcement

Administrative Resource

AGGRESSION	
<i>Violation</i>	<i>Action Level</i>
Provocation (verbal or nonverbal) Use of language or gestures that may incite another person or other people to fight.	1
Recklessness Unintentional, careless behavior that may pose a safety or health risk for yourself or for others	1
Minor Aggressive Act Student engages in intentional, non-serious but inappropriate physical contact such as, but not limited to: hitting, poking, pulling, pushing, tripping, pulling a chair out from underneath another person, or other behaviors that demonstrate low level hostile conduct.	2
Other Aggression Includes other acts of aggression not specifically listed within the Aggression section including, but not limited to, intentional, serious and inappropriate physical contact including, but not limited to, any example listed under "Minor Aggressive Act" that may result in a serious physical injury.	3
Disruptive Conduct	3

Engaging in any one of the following acts where there is clear evidence the student intended to disturb, or knew that he or she disturbed, the peace or quiet of a school, neighborhood, family or person: 1. Engaging in violent or seriously disruptive behavior. 2. Using abusive or offensive language or gestures to any person present in a manner likely to provoke immediate physical retaliation by such person. 3. Making any protracted commotion, utterance or display with the intent to prevent the transaction of the business of a lawful meeting, gathering or procession. 4. Refusing to obey a lawful order to disperse issued to maintain public safety. 5. Recording/distributing fights on any social media outlet. 6. Obscenity; Vulgarity—a student shall not use obscene or vulgar language or gestures or distribute obscene or vulgar materials. Obscene materials, language or gestures are those that an average person, applying contemporary community standards of the school community, would find that taken as a whole, appeal to the prurient interests and lack serious literary, artistic, political or scientific value. Vulgar language, materials or gestures include language, materials or gestures that depict sexual and/or excretory activities in a patently offensive manner.	
Endangerment Students recklessly put themselves or another person at substantial risk of imminent death or serious physical injury through acts such as, but not limited to: rock throwing, skateboarding on campus, etc.	3
Fighting Mutual participation in any form of physical altercation or aggression.	3
Assault A person commits assault by: 1. Intentionally, knowingly or recklessly causing any physical injury to another person; or 2. Intentionally placing another person in reasonable apprehension of imminent physical injury 3. Knowingly touching another person with the intent to injure, insult or provoke such a person. (see A.R.S. § 13-1203)	4
Aggravated Assault A person commits aggravated assault if the person: 1. Causes serious physical injury to another. 2. Uses a deadly weapon or dangerous instrument. 3. Commits the assault by any means of force that causes temporary but substantial disfigurement, temporary but substantial loss or impairment of any body organ or part or a fracture of any body part. 4. Commits the assault while the victim is bound or otherwise physically restrained or while the victim's capacity to resist is substantially impaired. 5. Commits assault and the person is in violation of an order of protection. 6. Commits the assault knowing or having reason to know that the victim is any of the following: law enforcement officer, prosecutor, firefighter, EMT/Paramedic engaged in official duties, teacher or any school employee on school grounds, on grounds adjacent to the school or in any part of a building or vehicle used for school purposes, 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. (see A.R.S. § 13-1204)	5 Mandatory report to law enforcement

OTHER VIOLATIONS OF SCHOOL POLICIES	
<i>Violation</i>	<i>Action Level</i>
Dress Code Violation Student wears clothing that does not fit within the dress code guidelines stated by school or district policy.	1
Public Display of Affection Inappropriate displays of affection. (i.e. kissing)	1
Parking Violation Parking on school grounds or near school in a manner or location contrary to the school's parking rules	1
Other Violation of School Policies and Regulations Other violations of written school, or district-wide, policy or regulation.	1
Language (verbal or nonverbal), Inappropriate Student delivers verbal or nonverbal messages that include swearing, name calling, or use of words or gestures in an inappropriate way.	2
Contraband Items stated in school policy as prohibited because they may disrupt the learning environment.	2
Combustible Student is in possession of a substance or object that is readily capable of causing bodily harm or property damage. (e.g. matches, lighters)	2
Disruption Student engages in behavior causing a substantial interruption in a class or activity including, but not limited to, loud talking, yelling, or screaming; noise with materials; throwing objects; or out-of-seat behavior.	2
Gambling To play games of chance for money or to bet a sum of money.	2
Defiance or Disrespect Towards Authority and Non Compliance Student engages in repeated behavior including, but not limited to, refusal to follow directions, or talking back, or swearing at a staff member, or delivering socially rude interactions.	2
Negative Group Affiliation / Illegal Organization Student participates in anti-social organizations, secret societies, criminal street gangs, and other sets of individuals. This includes wearing of symbolic apparel, making gestures, writing on and marking of property, or altering of personal appearance to symbolize membership in an organization with a history of, or determined to be, a disruption to teaching and learning.	3

ATTENDANCE POLICY VIOLATION	
<i>Violation</i>	<i>Action Level</i>
Other Attendance Violations Examples: leaving school, without signing out in the main office; leaving school during school hours without an authorized adult; obtaining a pass to go to a certain place and not reporting there; becoming ill and going home or staying in the restroom, instead of reporting to the nurse's office; or coming to school, but not attending classes.	1
Tardy Arriving at school or class after the scheduled start time.	1
Unexcused Absence When a student is not in attendance for an entire day and does not have an acceptable excuse.	1

Leaving School Grounds without Permission Leaving school grounds or being in an "out-of-bounds" area during regular school hours without permission of the principal or principal designee.	1
Truancy When a child between 6-16 years of age has an unexcused absence.	1

DISHONESTY	
<i>Violation</i>	<i>Action Level</i>
Cheating To intentionally share with another, or take from another, intellectual property for the purpose of deceit or fraud, or to take or steal intellectual property from another with or without their knowledge and present it as the student's own.	2
Forgery Falsely and fraudulently making or altering a document, including hall passes and parent signatures.	2
Lying To make an untrue statement with intent to deceive or to create a false or misleading impression	2
Plagiarism To steal and pass off the ideas or words of another as one's own, including material obtained online	2

HARASSMENT AND THREAT, INTIMIDATION	
<i>Violation</i>	<i>Action Level</i>
Threat or Intimidation When a person indicates, by words or conduct, the intent to cause physical injury or serious damage to a person or their property, or intentionally places another person in reasonable apprehension of imminent physical injury. This may include threats or intimidation that occurs online or through a telecommunication device. (see A.R.S. § 13-1202). <i>*Administrators may treat incidents of threats at a Level 4 as appropriate to the situation.</i>	3
Bullying Bullying is the repeated intimidation of students by the real or threatened infliction of physical, verbal, written, electronically transmitted, or emotional abuse, or through attacks on the property of another. It may include, but not be limited to actions such as verbal taunts, name-calling and put-downs, including ethnicity, sex, gender, body shaming, verbal put-downs, and extortion of money or possessions. Bullying can be physical in form (e.g., pushing, hitting, kicking, spitting, stealing); verbal (e.g., making threats, taunting, teasing, name-calling); non-verbal/ cyber-bullying (e.g., text messages, email, social networking-such as, but not limited to "SnapChat" or "TikTok"); or psychological (e.g., social exclusion, spreading rumors, manipulating social relationships).	3

Harassment, nonsexual A person commits harassment if, with intent to harass or with knowledge that the person is harassing another person or group of people: 1. Anonymously or otherwise communicates or causes a communication with another person by verbal, electronic, or written means in a manner that harasses. Harassment includes but is not limited to actions such as extortion of money or possessions, and verbal taunts. 2. Repeatedly commits an act or acts that harass another person. 3. On more than one occasion makes a false report to a law enforcement, credit or social service agency. (see A.R.S. § 13-2921) 4. Stalking- Following another person in or about a public place for no legitimate purpose after being asked to desist.	3
Ethnic/Racial Slurs/Hate Speech Any communication that disparages a person or group on the basis of some characteristic including but not limited to race, gender, ethnicity, religion or sexual orientation.	3
Hate Crime Any criminal act motivated by prejudice on the basis of some characteristic including but not limited to race, gender, ethnicity, religion or sexual orientation.	4 Mandatory report to law enforcement
Hazing "Hazing" means any intentional, knowing or reckless act committed by a student, whether individually or in concert with other persons, against another student, and in which both of the following apply: 1. The act was committed in connection with an initiation into, an affiliation with or the maintenance of membership in any organization that is affiliated with an educational institution. ("Organization" means an athletic team, association, order, society, corps, cooperative, club or other similar group that is affiliated with the school and whose membership consists primarily of students enrolled at the school.). 2. The act contributes to a substantial risk of potential physical injury, mental harm or degradation or causes physical injury, mental harm or personal degradation. (see A.R.S. § 15-2301) <i>*Administrators may treat incidents of hazing at a Level 4 as appropriate to the situation.</i>	3

SCHOOL THREAT OR INTERFERENCE
<i>Definitions</i>
Threatening an educational institution (School Threat) means to interfere with or disrupt an educational institution by doing any of the following: 1. For the purpose of causing, or in reckless disregard of causing, interference with or disruption of an educational institution, threatening to cause physical injury to any employee of an educational institution or any person attending an educational institution. 2. For the purpose of causing, or in reckless disregard of causing, interference with or disruption of 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 of any person attending an educational institution. 3. 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 by others. 4. Refusing to obey a lawful order to leave the property of an educational institution. NOTE: "interference with or disruption of" includes only those acts that might reasonably lead to the

evacuation or closure of a school property or to the postponement, cancellation, or suspension of any class or other school activity (though actual evacuation, closure, postponement, cancellation or suspension is not required).	
<i>Violation</i>	<i>Action Level</i>
Fire Alarm Misuse Intentionally ringing the fire alarm when there is no fire.	4
Bomb Threat Threatening to cause harm by using or threatening to use a bomb, or arson-causing device.	5 Expulsion required by law
Chemical or Biological Threat Threatening to cause harm using dangerous chemicals or biological agents.	5 Expulsion required by law
Other School Threat The incident cannot be coded in one of the above categories but did involve a school threat.	5 Expulsion required by law

SEXUAL OFFENSES	
**Federal law imposes limitations on school district discipline pertaining to allegations of sexual behavior.	
<i>Violation</i>	<i>Action Level</i>
Harassment, Sexual Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal, graphic, written, or physical conduct of a sexual nature where such conduct has the purpose or effect of creating an intimidating, hostile, or offensive educational environment. Sexual harassment can include non-verbal forms (e.g., "sexting," tweeting, or otherwise sending messages through networking sites and/or telecommunication devices), or physical conduct of a sexual nature.	3
Pornography Pornography is the sexually explicit and obscene depiction of persons, in words or images. Examples: viewing and/or sharing nude or sexually-charged images (non-art, non-educational) of people in books, magazines, electronic devices, or on the internet; using an electronic device to send or receive nude images, partially-nude images, or images that are sexual in nature ("i.e. sexting"), or drawing nude images, partially-nude images, or images that are sexual in nature that have no redeeming educational value.	3
Harassment, Sexual with contact Sexual harassment that includes physical contact.	4 Mandatory report to law enforcement
Indecent Exposure or Public Sexual Indecency A violation of A.R.S. § 13-1402 Indecent exposure, § 13-1403 Public sexual indecency, or engaging in other sexual acts. Examples: public urination, streaking, masturbation, "peeping tom" (including taking photos or videotaping), exposing another student's private parts, or engaging in intercourse, or oral sex.	4 Mandatory report to law enforcement

TECHNOLOGY, IMPROPER USE OF	
<i>Violation</i>	<i>Action Level</i>
Telecommunication Device Students may possess and use cellular telephones and/or other electronic signaling devices subject to limitations of this and other policies of the District under the following conditions and guidelines: (1) Cell phones and/or electronic devices are to be kept out of view in a student's locker, pocket, or a carrying bag; (2) Such devices shall not be turned on or used during instructional time, except as authorized by the teacher; (3) The principal shall establish additional guidelines appropriate to campus needs; (4) Personal headphones/earbuds/airpods should be removed during classes unless the teacher has expressly permitted their use. Students will not be excused from classes to make or answer telephone calls. Students are to leave their phones in the classroom (with teacher, in backpack, or in teacher-designated area) when excused during class time to use the restroom or water fountain, visit nurse, etc. (5) Students violating the policy may have the electronic device confiscated and be subject to disciplinary action. Any search of the contents of an electronic device shall be by an administrator in accordance with the Guidelines for Students Rights and Responsibilities. (see Policy JICJ) Examples: Use of telecommunication devices (cell phones, pagers, smart watches, etc.) for non-instructional purposes.	2
Unauthorized Videos and Photos Students may not take or share unwanted pictures, videos, or make recordings of other students or staff members with their cell phones or any other device.	3
Other Technology Examples Gaming systems, iPods, iPads, Tablets, smart watches, etc.	2
Computer Examples: Use of school computers for non-instructional purposes, copyright or trademark infringement, knowingly uploading or downloading destructive or malicious programs or software, loading personal software or disks onto school computers without permission of an administrator, vandalism of computers or computer equipment.	3
Network Violation Examples: use of computer network for non-instructional purpose, knowingly uploading or downloading destructive or malicious programs or software, sharing passwords, attempting to read, delete, copy or modify the email of other users, accessing secure areas other than for educational purposes, transmitting material information or software in violation of any district policy or regulation, local, state or federal law or regulation, or tampering with or misuse of the computer networking system or taking any other action inconsistent with this regulation will be viewed as a network violation.	3

THEFT	
<i>Violation</i>	<i>Action Level</i>
Petty Theft Thefts for cash, or property, valued under \$100.	2

Theft – School Property or Non-School Property A person commits theft if, without lawful authority, the person knowingly: b. Controls property of another with the intent to deprive the other person of such property; or c. Converts for an unauthorized term or use services or property of another entrusted to the defendant or placed in the defendant’s possession for a limited, authorized term or use; or d. Obtains services or property of another by means of any material misrepresentation with intent to deprive the other person of such property or services; or e. Comes into control of lost, mislaid or misdelivered property of another under circumstances providing means of inquiry as to the true owner and appropriates such property to the person’s own or another’s use without reasonable efforts to notify the true owner; or f. Controls property of another knowing or having reason to know that the property was stolen; or g. Obtains services known to the defendant to be available only for compensation without paying or an agreement to pay the compensation or diverts another’s services to the person’s own or another’s benefit without authority to do so. (see A.R.S. § 13-1802)	3
Burglary or Breaking and Entering Entering or remaining unlawfully in or on the personal property of another, a classroom, a residential structure or yard or a nonresidential structure or in a fenced commercial property with the intent to commit any theft or any felony therein. (see A.R.S. § 13-1506 - § 13-1507)	4
Extortion A person commits theft by extortion by knowingly obtaining or seeking to obtain property or services by means of a threat to do in the future any of the following: 1. Cause physical injury to anyone by means of a deadly weapon or dangerous instrument. 2. Cause physical injury to anyone except as provided in paragraph 1 of this subsection. 3. Cause damage to property. 4. Engage in other conduct constituting an offense. 5. Accuse anyone of a crime or bring criminal charges against anyone. 6. Expose a secret or an asserted fact, whether true or false, tending to subject anyone to hatred, contempt or ridicule or to impair the person’s credit or business. 7. Take or withhold action as a public servant or cause a public servant to take or withhold action. 8. Cause anyone to part with any property. (see A.R.S. § 13-1804)	4
Robbery A person commits robbery if in the course of taking any property of another from his person or immediate presence and against his will; such person threatens or uses force against any person with intent either to coerce surrender of property or to prevent resistance to such person taking or retaining property. (see A.R.S. § 13-1902)	4

TRESPASSING: VANDALISM OR CRIMINAL DAMAGE
<i>Definitions</i>

Criminal damage: Willful destruction or defacement of school property, commercial property located on school property, or personal property of another person, so as to substantially impair its function or value in an amount of five thousand dollars or more. Administrators may consider acts of vandalism that result in damages exceeding \$5,000 in value at a Level 4. Examples: Substantial destruction of copy machines, school vehicles, student vehicles, or certain technology, science, or computer equipment.	
<i>Violation</i>	<i>Action Level</i>
Trespassing To enter or remain on a public school campus or school board 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 school board facility after being directed to leave by the chief administrator or designee of the facility, campus or function.	2
Graffiti or Tagging Writing on walls; drawings or words that are painted or sprayed on walls and/ or other surfaces that can be easily removed with soap or cleaner.	2
Vandalism of Personal property Willful destruction or defacement of personal property.	3
Vandalism of School Property Willful destruction or defacement of school property. Examples: Destroying school computer records, carving initials or words in desktop, spray painting on walls, or damaging vehicles.	3

WEAPONS AND DANGEROUS ITEMS (POSSESSION OF)	
<i>Violation</i>	<i>Action Level</i>
Dangerous Items Knife with a blade length of less than 2.5 inches, airsoft gun, b.b.gun, laser pointer, letter opener, mace/pepper spray, paintball gun, pellet gun, razor blade/box cutter, simulated knife, taser or stun gun, tear gas, firecrackers, smoke and stink bombs, gas, lighter fluid, and other dangerous items (anything that under the circumstances in which it is used, attempted to be used or threatened to be used is readily capable of causing death or serious physical injury). Mandatory report to law enforcement if under the circumstances in which it is used, attempted to be used or threatened to be used is readily capable of causing death or serious physical injury.	3
Other Weapons Examples: Billy club, brass knuckles, knife with a blade length of at least 2.5 inches, nunchakus. Mandatory report to law enforcement if under the circumstances in which it is used, attempted to be used or threatened to be used the item is readily capable of causing death or serious physical injury.	4
Simulated Firearm Possession of a simulated firearm made of plastic, wood, metal or any other material which is a replica, facsimile, or toy version of a firearm. If the simulated firearm is used to threaten or intimidate, the violation will be considered a level 4.	3
Firearms Except as provided in subsection B, an unemancipated person who is under eighteen years of age and who is unaccompanied by a parent, grandparent or guardian, or a certified hunter safety instructor or certified firearms safety instructor acting with the consent of the unemancipated person's parent or guardian, shall not knowingly carry or possess on his person, within his	5 Expulsion required by law Mandatory report to law enforcement

immediate control, or in or on a means of transportation a firearm in any place that is open to the public or on any street or highway or on any private property except private property owned or leased by the minor or the minor's parent, grandparent or guardian. (see A.R.S §13- 3111(A)) "Firearm" means any loaded or unloaded handgun, pistol, revolver, rifle, shotgun or other weapon that will expel, is designed to expel or may readily be converted to expel a projectile by the action of an explosive. Firearm does not include a firearm in permanently inoperable condition. (see A.R.S. § 13-3101) "Other Firearms" –Firearms other than handguns, rifles or shotguns including:–any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of any explosive; the frame or receiver of any weapon described above; Any firearm muffler or firearm silencer; Any destructive device, which includes: Any explosive, incendiary, or poison gas: Bomb; Grenade; Rocket having a propellant charge of more than four ounces; Missile having an explosive or incendiary charge of more than one-quarter ounce, Mine or similar device. Any weapon which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than one-half inch in diameter. Any combination or parts either designed or intended for use in converting any device into any destructive device described in the two immediately preceding examples, and from which a destructive device may be readily assembled. (see 18 U.S.C. 921) NOTE: This definition does not apply to items such as toy guns, colorful plastic water guns, cap guns, bb guns, and pellet guns.	
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INTERVIEWS, SEARCHES AND ARRESTS

Pursuant to Policy JIH:

Interviews and Searches:

The District has legal custody of students during the school day and during approved curricular and extracurricular activities. Safety of the student population and the individual student is the basis upon which disciplinary authority is vested in the schools. School officials are permitted a broad range of authority to interview, interrogate, and discipline students regarding school related matters and to protect and control the student population within the school setting. The school administrator requires only a reason to believe that something detrimental to the health, safety or welfare of a student or employee exists in order to question or search a student. Items provided by the District for storage (e.g., lockers, desks) of 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 school personnel may inspect lockers, desks, storage areas, etc. at any time with or without reason, or with or without notice.)

Alleged Child Abuse or Abandonment:

DCS (Arizona Department of Child Safety) and/or peace officers may interview a child, siblings and others who live with the child in the school setting without parents/guardians present. If necessary, they may take the child or children into temporary custody.

Instances that do not involve Abuse or Abandonment:

When law enforcement enters the campus intending to interview a student without probable cause and not by invitation of school authorities, the parents/guardian will be notified and permitted to make the decision. If law enforcement has been invited by school authorities due to concerns for the safety of the student population, there shall be no requirement to notify parents of the interview.

Arrests:

Should a peace officer express the intent to take a student into custody, the school personnel will cooperate with the officer to locate the student and provide access.

STUDENT DISCIPLINE (DISTRICT DISCIPLINE ACCOUNTABILITY PROGRAM) DAP

The District sets a high priority on its efforts to maintain its traditional high standards of behavior and to ensure the students the right to learn in a safe, secure, and undisrupted classroom environments. A plan is being implemented to provide an effective alternative to both in-school and out-of-school suspension.

The disciplinary accountability program (DAP) consists of a self-contained classroom designed to meet the needs of students who experience behavioral problems in the regular classroom environment. Students are supervised by the Character Coach and have little to no social interaction with the rest of the student body. The regular classroom teachers provide daily assignments.

Students receive full credit for work that is satisfactorily completed. The number of days a student is assigned to the DAP will be determined by the building principal. The principal will attempt to notify the parents before any placement to DAP. It should be understood that the principal may suspend a student from the campus altogether, based on:

- The nature and severity of the infraction.
- Disruptive behavior in the DAP classroom.

DAP classroom hours are regular school hours. This disciplinary program provides students who must be removed from the regular classroom a supervised environment where they are responsible and accountable for their school assignments.

DUE PROCESS AND STUDENT RIGHTS

The following statement identifies the due process procedures that are always available to a student accused of misconduct. It is important to understand that, while the Principal is responsible for the operation of the school, he/she may authorize other school personnel to handle student discipline situations.

If a student is referred to the principal for disciplinary action, the student will be told exactly what circumstances necessitated the referral. It is recognized that appropriate punishment depends not only upon the offense committed, but upon these other matters as well:

- extenuating circumstances, which might lessen the seriousness of the offense or the student's responsibility for it;
- mitigation, by which the punishment might be reduced;
- aggravation, which could increase the seriousness of the incident and increase the punishment.

Because these factors may be important in determining an appropriate disciplinary action, the student will always have the opportunity to explain the situation and, if necessary, to meet at a later time with both the principal and the person making the referral.

In any case involving the possible suspension of a student, the student will be granted an informal hearing with the principal. At that time the student will be notified of what he or she stands accused. The student may then remain silent or may explain his/her version of the situation and facts.

The principal may suspend a student from school for a period of up to ten school days. If possible, the student's parents will be contacted immediately by telephone. The parents will also be notified in writing of the reason for suspension and the period during which the suspension will be in effect. The parents may contact the principal if they have any questions regarding the incident. Suspension is usually the action taken prior to expulsion and should be considered as a serious indication that expulsion may result should another similar incident occurs. A student may be expelled by the Governing Board. In the event that the Principal and the Superintendent of Schools recommend that the student be expelled from school, the Governing Board may hold a formal hearing. The hearing procedure includes the student's right to be represented by counsel and to present and cross-examine witnesses. Complete details of the formal hearing procedure will be made available to the student and parents prior to the hearing. Following the hearing, the decision of the Governing Board is final.

STUDENT CONCERNS, COMPLAINTS, AND GRIEVANCES

(To be displayed in school buildings and in student handbooks)

Students may present a complaint or grievance regarding one or more of the following:

- Violation of the student's constitutional rights,
- Denial of an equal opportunity to participate in any program or activity for which the student qualifies,
- Discriminatory treatment on the basis of race, color, religion, sex, age, national origin, or disability,
- Harassment (including bullying) of the student by another person, or
- Concern for the student's personal safety,

Provided that:

- The topic is not the subject of disciplinary or other proceedings under other policies and regulations of this District, and
- The procedure shall not apply to any matter for which the method of review is prescribed by law, or the Governing Board is without authority to act.

The guidelines to be followed are:

- The accusation must be made within thirty (30) calendar days of the time the student knew or should have known that there were grounds for the complaint/grievance.
- The complaint/grievance shall be made only to a school administrator or professional staff member.
- The person receiving the complaint will gather information for the complaint form.
- All allegations shall be reported on forms with the necessary particulars as determined by the Superintendent. Forms are available in the school office.
- The person receiving the complaint shall preserve the confidentiality of the subject, disclosing it only to the appropriate school administrator or next higher administrative supervisor or as otherwise required by law.

Any question concerning whether the complaint/grievance falls within this policy shall be determined by the Superintendent.

Complaints by middle school students may be made only by the students on their own behalf. A parent or guardian may initiate the complaint process on behalf of an elementary school student.

A complaint/grievance may be withdrawn at any time. Once withdrawn, the process cannot be reopened if the resubmission is longer than thirty (30) calendar days from the date of the occurrence of the alleged incident.

Retaliatory or intimidating acts against any student who has made a complaint under this policy and its corresponding regulations, or against a student who has testified, assisted or participated in any manner in an investigation relating to a complaint or grievance, are specifically prohibited and constitute grounds for a separate complaint.

SCHOOL BUS SAFETY PROGRAM & BUS CONDUCT

Our transportation department and drivers do an outstanding job transporting our children safely to and from school. By law, the driver is responsible for making the determination whether or not a road is safe for travel. In the event a roadway is deemed to be extremely muddy, rutted, or otherwise impassable, the driver or transportation supervisor may make the decision not to take a bus down such a roadway. Prior notification will be attempted, but it may not always be possible. Please make sure you have made alternate plans with your child so he/she knows where to go if the bus has not arrived at the stop in a reasonable amount of time.

Bus General Guidelines:

Students are not allowed to get off the bus at any other stop, or be picked up by anyone other than those listed on the student card unless a note or phone call from the parent (or persons listed on the student card) is received in the office.

Bus safety:

Bus stops are established so all students can safely get picked up or dropped off. If a student is not waiting at the bus stop, the student may miss the school bus. The driver cannot wait for late students.

It is not safe for a student to run to a school bus or knock on the school bus door after it has been closed. Students may be subject to discipline for running after a school bus or knocking on the school bus door after it has closed because it is unsafe.

F17-9-104 (d7) Minimum Standards for School Buses states, a school bus driver shall close the service doors of a school bus before operating the school bus. The service doors remain closed whenever the school bus starts in motion.

If a student misses the school bus at their stop parents/guardians are asked to please contact the transportation dispatch office to try to make possible other arrangements (366-6204 ext 113). It is unsafe to STOP behind the school bus or BESIDE the school bus, these are considered the DANGER ZONES.

The danger zone is the area on all sides of the bus where children are in the most danger of being hit, either by another vehicle or their own school bus. The danger zones may extend as much as 30 feet from the front bumper with the first 10 feet being the most dangerous, 10 feet from the left and right sides of the bus and 10 feet behind the rear bumper of the school bus.

If walking along the road to reach the bus stop, walk on the left side facing oncoming traffic. Walk on the shoulder of the road where possible, and not on the traveled portion.

Boarding the bus:

Wait until the bus comes to a complete stop before attempting to get on board.

Line up in single file with older students in front so they can board first.

Get in line without pushing or crowding, board the bus quickly and stay off the roadway.

The driver may assign seats. Students in grades 4-12 will sit with siblings or students of the same gender unless other arrangements have been made with the transportation department.

Never run on the bus. The steps or floor may be slippery, especially in wintertime. Place your foot squarely on the step, not on the edge, and use the handrail.

Be particularly careful if carrying books or backpacks since it is difficult to see the steps and hold the handrail.

Go directly to your seat, sit straight, all the way to the back of the seat, and face the front. Students are responsible for the area in which they sit.

R17-9-104 (4) any person boarding or attempting to board a school bus, (whether or not a passenger), shall comply with all instructions given by a school bus driver. If a passenger or a non-passenger boards, or attempts to board, a school bus and refuses to **comply with the school bus driver's instructions**, the school bus driver may seek emergency assistance to remove the passenger or non-passenger from the school bus, or prevent the passenger or non-passenger from boarding.

Conduct on the bus:

The bus is an extension of the classroom; promptly obey all directions and instructions of the school bus driver.

The bus will not move until all passengers are seated.

Remain seated throughout the trip, and leave your seat only when the bus has reached its destination and comes to a complete stop.

Keep your books and backpacks on your lap or put them under the seat.

Keep the aisle clear of EVERYTHING. Avoid doing anything that might disturb the driver or interfere with his/her work.

Refrain from loud or boisterous talking, yelling, or using profanity. Use your classroom voices.

Do not open windows without the driver's permission.

Never stick your hands, arms, head, or feet out of the windows. It is against the law.

Do not throw anything within the bus or out of a window; you might injure a pedestrian or force a motorist to make a dangerous maneuver.

Do not touch the emergency door, exit controls, or any of the bus safety equipment.

Do not leave trash on the bus. Drivers may request violators to clean up after themselves.

Guidelines for eating on the bus will be established by drivers and the Transportation Director.

Public displays of affection are prohibited.

Prohibited items:

Glass containers, loose objects (skateboards, etc.) and balloons may not be carried on a Palominas District bus.

Tobacco is not allowed on a school bus. Alcoholic beverages shall not be carried on a school bus.

Insects, reptiles, pets or other animals (dead or alive) shall not be transported in a school bus.

(A.A.C. R17-4-507 [G] [7]) No weapon, explosive device, harmful drugs, or chemical shall be transported in a school bus.

Exit from the bus:

Remain seated until the bus has reached its destination and comes to a complete stop.

Do not push or crowd when leaving the bus.

Crossing the highway:

If you must cross the road, walk to a point about ten feet in front of the bus DO NOT CROSS until the driver has indicated that it is safe to do so.

As you cross the road, look continuously to the right and left.

When you are at an intersection, look in all directions. Cross at right angles.

Never cross the road diagonally. Walk briskly across the road, but DO NOT RUN.

Never cross the road behind the bus.

Accident or other emergency:

In case of an accident or emergency, older students should help the driver to maintain order and assist younger students.

Stay in the bus unless otherwise directed by the driver.

If you have to leave the bus, stay in a group and obey the driver's instructions.

Do not expose yourself or others to needless hazards.

Procedures followed upon student misbehavior on school bus:

Transportation of students is a **privilege** extended to students in the Palominas District. The privilege of a student to ride a school bus is contingent upon continuous acceptable and safe behavior. The bus driver will refer misbehavior to the attention of the Transportation Supervisor. Depending on the nature of the offense(s) and past behavior of the offender, the following forms of discipline may be used by the Transportation Supervisor, his/her designee, or the building principals:

First incident:

The student is warned about the consequences of choosing not to follow the rules and may be moved to the front of the bus.

Second incident:

The parent is notified of the incident by a note home and/or phone call from the department supervisor.

Third Incident:

A written referral will be made and consequences may include, but are not limited to: assignment to the Discipline Accountability Program (DAP) or a bus suspension.

Any additional behavior incidents may result in the revocation of bus riding privileges.

Severe Clause:

The student and parents or legal guardians are informed that certain very serious misbehaviors may result in the immediate removal of a student and/or the loss of bus privileges for up to the entire year **even if it is a first offense**. The Sheriff's office may be called.

The following inappropriate behavior will result in suspension of transportation privileges and may result in the student being subject to further disciplinary procedures:

- a) Physical harm or threat to another student or driver
- b) Property damage (restitution will be made)
- c) Drug, alcohol, or tobacco use or possession
- d) Use or possession of a weapon or any object used as a weapon
- e) Bullying

PARENT ORGANIZATIONS

These are volunteer organizations open to parents, grandparents or anyone interested in helping to better the education and learning environment for the students in the Palominas District. Those individuals wishing to volunteer to work with these organizations should contact their child's school office for current volunteer information.

ARIZONA SCHOOL TAX CREDIT

The Arizona Revised Statute 43-1089.01 allows individual taxpayers to receive a tax credit up to \$200.00 (\$400, if married filing jointly) for fees paid directly to schools in Arizona for the support of extracurricular activities. An extracurricular activity is defined as any school sponsored activity that requires enrolled students to pay a fee in order to participate.

Generally, all educational activities that are OPTIONAL, NON-CREDIT, AND SUPPLEMENT THE EDUCATION PROGRAM OF THE SCHOOL are considered to be extracurricular.

The Palominas District Governing Board has established a fee schedule for extracurricular activities for which taxpayer contributions may be accepted. Contact your school office for a fee schedule.

The Board does not wish to discourage any student from participating in extracurricular activities; therefore, scholarships will be available. Please inquire at your child's school office for scholarship details.

Contributions that are eligible for a tax credit are donated directly to the schools, not to the state. The funds are not subject to the revenue control limit that prevents schools from spending more than a fixed amount for programs. Additional funding from tax credit contributions will allow more students to participate in activities. For more details on the Tax Credit Program call the Business Office (366-6204, ext. 107) or your child's school.

ANNUAL NOTIFICATION TO PARENTS REGARDING CONFIDENTIALITY OF STUDENT EDUCATION RECORDS

Dear Parents:

The Palominas School Governing Board has established written policies regarding the collection, storage, retrieval, use, and transfer of student educational information collected and maintained pertinent to the education of all students to ensure the confidentiality of the information and to guarantee parents' and students' rights to privacy. These policies and procedures are in compliance with:

* The Family Education Rights and Privacy Act; Title 20, United States Code, Sections 1232g and 1232h; and the Federal Regulations (34 CFR, Part 99) issued pursuant to such Act;

* The Education of All Handicapped Children Act; Title 20, United States Code, Sections 1412 (2) (D) and 1417 (C); and the Federal Regulations (34 CFR 300.560 - 300.574) issued pursuant to such Act; and

* Arizona Revised Statutes, Title 15, Section 141.

Student education records are collected and maintained to help in the instruction, guidance, and educational progress of the student; to provide information to parents and staff; to provide a basis for the evaluation and improvement of school programs; and for legitimate educational research. The student records maintained by the district may include, but are not necessarily limited to, identifying data, report cards and transcripts of academic work completed, standardized achievement test scores, attendance data, reports of psychological testing, health data, teacher or counselor observations, and verified reports of serious or recurrent behavior patterns.

These records are maintained in each school office under the supervision of the School Principals and are available only to teachers and staff working with the student. If your son/daughter should transfer to another school, these records will be sent to the new school upon their request. Otherwise, records are not released to most agencies or persons without prior written consent of the parent. (Exception: Directory Information, see page 40 of this handbook.)

Notification of Rights Under FERPA for Elementary and Secondary Institutions

The Family Educational Rights and privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. They are:

- 1) The right to inspect and review the student's education records within 45 days of the day the District receives a request for access. Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record (s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask Palominas School District to amend a record that they believe is inaccurate or misleading. They should write to the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the District discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. (Note: FERPA requires a school district to make a reasonable attempt to notify the parent of the records request unless it states in its annual notification that it intends to forward records on request).

4) The right to file a complaint with the U. S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

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

The Palominas School District will make a reasonable effort to inform you when personally identifiable information collected, maintained, or used is no longer needed to provide educational services to your child and will be destroyed.

The information must be maintained for two years after the date your child was last enrolled in this school district. Copies of the District Student Education Record Confidentiality Policies and Procedures may be reviewed in the Principal's Office. Federal law also permits a parent to file a complaint with the Family Educational Rights and Privacy Act Office in Washington, D.C., if you feel the school is violating public school records policies and statutes.

PARENTAL CONCERNS OR COMPLAINTS

Complaints are best handled at the school or department level. Parents who have a complaint about a teacher should first speak with that teacher in order to resolve the issue. If the issue is not resolved,

parents must speak with the site administrator as the next step in bringing a concern or complaint. When necessary, concerns or complaints should proceed through the various administrative levels.

DIRECTORY INFORMATION

Pursuant to ARS 15-141, 15-142, Policy JR and Regulation JR-R, the District designates the following personally identifiable information contained in a student's education records as "directory information." Directory information is generally not considered harmful or an invasion of privacy if released. The District may disclose that information without prior written consent:

- The student's name, address, and telephone listing
- The student's date and place of birth
- The student's class designation (i.e., first grade, eighth grade, etc.)
- The student's extracurricular participation, achievement awards or honors
- The student's weight and height, if a member of an athletic team
- The student's photograph
- The school/ school district the student attended before enrollment in the District Once the

Parent/Student Handbook is received, parents will have two weeks to advise the School in writing by a letter to the School's office of any or all of the items they refuse to permit the School/District to designate as directory information about their student(s).

At the end of the two-week period, if the parents or guardians have not designated refusal to allow the release of directory information, the School/District will assume it has their permission to release the information listed on this page. This designation will remain in effect until it is modified by the written direction of the student's parent or guardian. The student's records will be appropriately marked by the records' custodian to ensure compliance with the parent or guardian's request.

NOTIFICATION OF RIGHTS UNDER THE PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA: per Regulations 34 CFR Part 98)

PPRA affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These rights include: Consent before students are required to submit to a survey that concerns one or more of the following protected areas if the survey is funded in whole or in part by a program of the U.S. Department of Education

1. Political affiliations or beliefs of the student or student's parent;
2. Mental or psychological problems of the student or student's family;
3. Sex behavior or attitudes;
4. Illegal, antisocial, self-incriminating or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents;
8. Income, other than required by law to determine eligibility.

Receive notice and an opportunity to opt a student out of

1. Any other protected information survey, regardless of funding;
2. Any non emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under state law;
3. Activities involving collection, disclosure, or personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

Inspect, upon request and before administration or use

1. Protected information surveys of students;
2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes;
3. Instructional materials used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under state law. The Palominas School District has adopted policies regarding these rights. The Palominas School District will directly notify parents of these policies at least annually at the start of each school year through the distribution of the parent/student handbook. If any substantive changes are made during the year, parents will be notified of those changes.

Parents who believe their rights have been violated may file a complaint with:
**Family Policy Compliance Office U.S. Department of Education\ 400 Maryland Avenue, SW
Washington, D.C. 20202-5920**

PALOMINAS SCHOOL DISTRICT PARENT-TEACHER-STUDENT COMPACTS

The Palominas School District recognizes the value of consistent, integrated efforts of home, school, and community. All are necessary to educate the whole child and best prepare him/her to share in a future of possibility and promise. Under ESSA both the District and the individual schools are required to prepare a Parental Involvement Compact. We encourage you to be involved in this process. These compacts are created by committees that represent the parents of Title I students, school administration, and certified staff. These committees develop plans that address the needs of low-achieving students and assist them in mastering the Arizona Academic Standards. The committees guide the Title I Program by:

- Establishing meaningful ongoing, two-way communication between the District, staff and parents/guardians
- Establishing the school, parents, students and district responsibilities
- Developing a medium to communicate to parents/guardians about the plan and the responsibilities of the parents, students, schools, and district
- Seeking input from all involved parents/guardians about the plan and its implementation
- Training personnel on how to collaborate effectively with families from diverse backgrounds
- Establishing training sessions for school liaisons in order for them to bring information back to their staff.
- Providing parents with information about the various tools and instruments that are used by the State and the District to assess and monitor student progress
- Sharing data to assist in developing new initiatives that lead to greater student achievement

- Conducting an annual evaluation of the content and effectiveness of the parent involvement policy
- Identifying barriers to effective communication
- Providing information about upcoming meetings and/or events and encouraging participation
- Coordinating efforts between and among schools and the District Please contact the Curriculum Director at 366-6204 or the building principal if you wish to participate in any of ESSA (Title I) Parental Involvement Compact Committees.

PRESCHOOL SCREENINGS

The Palominas School District will conduct monthly screenings of preschool children, ages three through five (but not eligible for Kindergarten) who may be at-risk for handicapping conditions or developmental delays in one or more of the following areas:

Gross Motor Coordination

Language Development & Articulation

Fine Motor Coordination

Concepts & Memory

Social/Emotional Development

Hearing /Vision

The screenings will take approximately one hour, so an appointment is necessary. Appointments should be made by calling Special Services Office at 366-6204, ext. 117.

We encourage you to make an appointment for your preschooler if you have any questions regarding his or her development in any of the above-mentioned areas. If your child needs further evaluation, we will provide it or make arrangements for further testing.

A preschool student being screened MUST pass vision and hearing before the screening of developmental areas can occur.

Preschool or other services will be provided for those children in the Palominas School District, who are determined to be developmentally delayed. The District's integrated preschool serves nondisabled and disabled three to five year old children.

Children without disabilities pay a monthly fee. Children with eligible disabilities receive appropriate special services to enable them to maximize their preschool experience. For more information about the preschool program, contact Special Services at 366-6204 ext 117.

CHILD FIND

Child Find is a component of the Individuals with Disabilities Education Act (IDEA) that requires states to locate, identify and evaluate all children with disabilities, ages birth through 22, who are in need of early intervention or exceptional student services. If you are aware of an individual who may be at risk of a handicapping condition or developmental delay in any of the areas listed in the screening section above, or wish to have more information about this program, please contact Special Services at 366- 6204, extension 117.

INFORMATION REGARDING SECTION 504 OF THE REHABILITATION ACT OF 1973

Section 504 is an Act that prohibits discrimination against persons with a disability in any program receiving Federal financial assistance. The act defines a person with a disability as anyone who:

1. has a mental or physical impairment which substantially limits one or more major life activities (major life activities include activities such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning and working);
2. has a record of such impairment; or
3. is regarded as having such an impairment. In order to fulfill its obligation under Section 504, the Palominas School District recognizes a responsibility to avoid discrimination in policies and practices regarding its personnel and students.

No discrimination against any person with a disability will knowingly be permitted in any of the programs and practices in the school system.

The school district has specific responsibilities under the Act, which include the responsibility to identify, evaluate, and if the child is determined to be eligible under Section 504, to afford access to appropriate educational services.

If the parent or guardian disagrees with the determination made by the professional staff of the school district, he/she has a right to a hearing with an impartial hearing officer.

The Family Educational Rights and Privacy Act (FERPA) also specifies rights related to educational records. This Act gives the parent or guardian the right to: 1) inspect and review his/her child's educational records; 2) make copies of these records; 3) receive a list of all individuals having access to those records; 4) ask for an explanation of any item in the records; 5) ask for an amendment to any report on the grounds that it is inaccurate, misleading, or violates the child's rights; and 6) a hearing on the issue if the school refuses to make the amendment. If there are any questions, please feel free to contact your child's school principal.

EVERY STUDENT SUCCEEDS ACT (ESSA)/TITLE I PROGRAM)

Title I, under the Every Student Succeeds Act Education Act (ESSA), provides federal aid to states and school districts to meet the needs of educationally at-risk students at the K-12 level. The purpose of Title I is to help all children achieve the state's academic standards. This is accomplished through supplemental programs that consist of instructional services, instructional support services, school wide reform efforts, and increased involvement of parents in their children's education.

Title I, under the Every Student Succeeds Act Education Act (ESSA), provides federal aid to states and school districts to meet the needs of educationally at-risk students in Language Arts (reading, spelling, written language, etc.) and Math. Students enter the Title I program based upon test results, teacher and/or parent recommendation. In the Title 1 program, a certified teacher and/or trained aides provide personal attention and special learning materials to meet the specific learning needs of the students.

Parents are an essential part of the Title I program and the District encourages you to become involved in your child's education and the Title I program. There will be Title parent meetings throughout the year to share information and gain parent input. For more information concerning the program or to volunteer to serve on our Title I Committee, contact the Curriculum Director 366-6204.

EXCEPTIONAL STUDENT SERVICES

Palominas School District recognizes that it is the constitutional right of every school-aged child residing within the District, including all disabled students, to receive a free appropriate public education. The District is committed to ensuring that all students have the opportunity to develop their intellectual potential and to acquire skills that will prepare them for life and enable them to function as productive members of society. For those exceptional students who deviate from the expected norm, it may be necessary to address their needs through varied offerings in exceptional student services.

Related services included in exceptional student services may include the following: transportation, occupational therapy, physical therapy, speech and language therapy, counseling, audiology services, psychological services and an interpreter for evaluation when needed. Each student is educated to the maximum extent possible with his/her peers. For more information concerning Exceptional Student Services, contact Special Services at 366-6204, ext. 117.

CHARACTER EDUCATION

Character education programs will be used throughout the year to help develop students' sense of responsibility, respect, fairness, caring, trustworthiness and citizenship. We also will be providing a space where students may be provided opportunities to have additional support to help instill a "culture of kindness" and to help students make safe environmental choices.

REPORT CARDS AND CONFERENCES

Report cards are issued four times a year, after each 9-week grading period.

There are scheduled conferences twice a year. These conferences provide a scheduled time for parents and teachers to talk about students---their progress in school and any special needs they may have. We believe parents are partners in the education of their children. Please join the teacher in finding the best way to help your child learn.

The teacher will have things to share with you and because conference time is limited, we suggest that you make notes in advance of questions you would like to ask the teacher. You may ask for more conferences anytime during the school year and in addition, if you ever have a question, your child's teacher is just a phone call or email message away!

GIFTED AND TALENTED EDUCATION PROGRAM (G.A.T.E.)

Following state regulations, the Palominas District has a program for identified gifted students. Palominas has a pullout program that allows students the opportunity to work independently under the guidance of our G.A.T.E. teacher to accelerate their progress in the field of study that matches their area of giftedness.

By definition, a "gifted" student is one who is of lawful school age, who due to superior intellect or advanced learning ability, or both, is not afforded an opportunity for otherwise attainable progress and development in regular classroom instruction and who needs special instruction to achieve at levels equal to his/her intellect and ability.

The district uses the COGAT to assess nominated students. Teachers, parents, community members or the students themselves may request testing for placement in the district's G.A.T.E. program. Any student scoring at the 97% percentile or higher will be placed, with parental approval, into the program.

Our Scope and Sequence for Gifted Education is approved by the Governing Board and will be made available to any interested party. If you wish to nominate a student for testing or have any questions about our G.A.T.E. program, please call Special Services at 366-6204, ext. 117.

PALOMINAS DISTRICT BANDS

The goal of the Palominas District Band Program is to provide students in grades 4-8 with a positive musical experience while fostering a sense of teamwork, pride, and musical camaraderie. All students are encouraged to work together to create the highest possible level of musical achievement.

The Palominas District Bands are not considered extracurricular activities. The grades students receive in Band will count for Honor Roll and No Pass/No Play. Band students are required to attend band performances outside of the regular school day.

PRINCIPAL'S HONOR ROLL AND HONOR ROLL

Students in grades 2 through 8 are eligible for Honor Roll and Principal's Honor Roll. In order to be eligible for Principal's Honor Roll students must receive an "A" in EVERY class on the report card. In order to be eligible for Honor Roll students must receive either "A"s or "B"s in EVERY class on the report card.

EXTRACURRICULAR PROGRAMS

Eligibility:

The District believes that student activities are an important element of the total school curriculum. Student activities provide students with avenues for relevant expression and experience.

Extracurricular activities are 1) all interscholastic activities and 2) endeavors for which no credit is earned in meeting graduation or promotional requirements that are organized, planned, or sponsored by the District.

Scholastic eligibility criteria to determine student participation are as follows:

- Coaches will provide a list of athletes to the school secretary/principal.
- Principals will certify eligibility and send a list of ineligible athletes to the coach.
- Coaches will immediately inform parents of the two (2) week suspension from athletics and assignment to academic support.
- Grades will be checked in this manner at the beginning of each sport and every two (2) to four (4) weeks thereafter.

Sports Participation Fee Scale:

\$25 per sport with a maximum annual amount of \$75 per student (3 sports + 4th Free) and a maximum annual amount of \$150 per family. Scholarships are available for students who need assistance – see your school principal or secretaries for further information.

Please note that Palominas School District Athletic participation adheres to the Cochise Athletic Conference (C.A.C.) Age requirements. Athletic Director will certify eligibility and send a list of ineligible athletes to each building principal.

SPORTS PHILOSOPHY

The Palominas School District is committed to a philosophy in athletics that stresses good sportsmanship while allowing participation by as many eligible athletes as is practical. High standards of sportsmanlike conduct are expected of our coaches, players and spectators. In short, winning is of secondary importance.

We encourage parents/guardians to attend games. We expect that the coaching is left to the designated coaches, and that all spectators display good sportsmanship. Parents that are disruptive or continuously displaying unsportsmanlike conduct may be asked to leave.

Sports coaches must be employed by the district in order to be eligible for a coaching contract. They are under the supervision of the Athletic Director.

Our coaches will be focused upon the primary emphasis of our athletic programs, sportsmanship and participation. We are committed to creating a positive culture in which coaches, parents, fans, officials, and athletes work together to achieve our mission.

FIELD TRIPS

Students who participate in field trips must submit permission slips at least one day prior to the trip. Direct telephone calls will not suffice for parental permission.

STUDENT TECHNOLOGY USE AGREEMENT

The use of technology tools at the Palominas Elementary School District is a privilege, not a right. The privilege is given to those who act responsibly. Within reason, Palominas Elementary School District will honor personal privacy, freedom of speech and access to information. Administrators and staff reserves the right to review files and communications and remove inappropriate material and take necessary disciplinary action.

The use of personal technology devices will be prohibited unless given permission by the site administrator. The use of social media services are prohibited while at school (including, but not limited to, snapchat, Facebook, Twitter, Instagram, etc.)

At the Palominas Elementary School District we are dedicated to educating our students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, cyber-bullying awareness, and response.

Student Responsibilities

- I will be responsible for my behavior when using school system technology.
- I will treat others with respect. When communicating with others I will use appropriate language and images. I will not read, alter, or delete the files of other users.
- I will treat equipment with respect, keep it in working order, keep food and drink away from the equipment, and conserve resources.
- I will not install software on school computers.
- I will follow federal and state laws.

Dear Parent/Guardian:

August 2025

We share this handbook with you on our website (www.psd49.net), and invite you to join us in providing the best education possible for your child. Please have the lower section of this page returned to your child's teacher as an indication that you have read:

- 1) Parent-Student Handbook
- 2) Student Technology Use Agreement
- 3) Discipline Regulations
- 4) Bus Regulations
- 5) Directory Information

Thank you for supporting us in our educational endeavors during this school year.

Sincerely,
The Palominas District Administration & Staff

I/We have read this Handbook and will support the education of my/our child during this school year.

I/We have read and will support the terms and conditions of the Student Technology Use Agreement. I agree to comply with all the rules. I understand that violations will result in disciplinary action. I understand that if the agreement is not signed and returned, Internet access will be prohibited.

I/We have read and will support the discipline regulations.

I/We have read and will support the terms and conditions of the bus regulations. If this form is not signed and returned within 5 days, bus privileges may be suspended.

I/We have read the Directory Information and will advise the District in writing by a letter to the Superintendent's office of any or all of the items you refuse to permit the District to designate as directory information about your child.

(check one)

☐ I give permission for my child's picture to appear on District/school web sites or in the media.

☐ No, I do not want my child's picture to appear on District/school web sites or in the media.

(check one)

☐ I give permission for my child's work to be displayed on the District/school websites or in the media.

☐ No, I do not want my child's work to be displayed on the District/school websites or in the media.

(check one)

☐ I give permission for my child's photograph to be in the school yearbook.

☐ No, I do not want my child's photograph to be in the yearbook to include school photo and school activities.

Student's Name: _____

Teacher _____ Grade _____

Signature of Parent/Guardian _____ Date _____