

QUEEN CREEK
Unified School District No. 95
FAMILY HANDBOOK
2021 - 2022



ENGAGE EMPOWER EXCEL

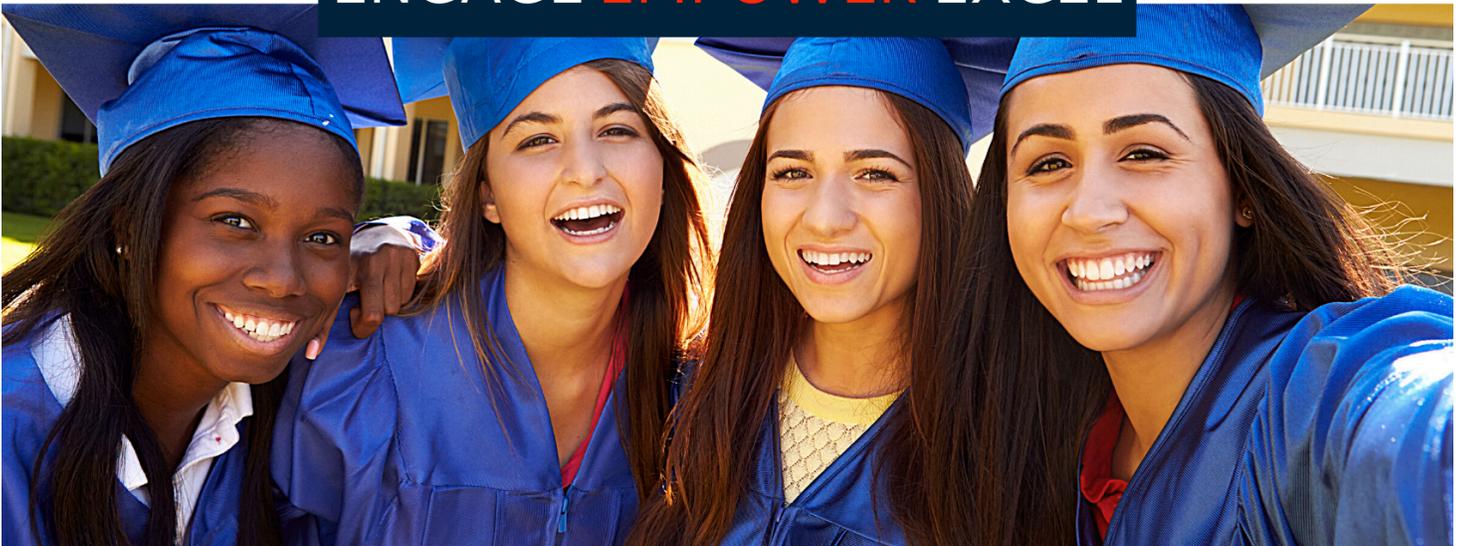


TABLE OF CONTENTS

LETTER FROM THE SUPERINTENDENT	3		
INTRODUCTION	4		
STRATEGIC PLAN	5		
Mission Statement	5		
Priority Areas and Goals	5		
Core Values	5		
District Leadership	6		
Educational Rights	7		
Our Schools	8		
2020-2021 Start and End Times	9		
2020-2021 School Calendar	10		
REGISTRATION	11		
Open Enrollment	11		
Interview/Address/Photo Release	11		
HEALTH	11		
Immunization	11		
Services	11		
Medical Insurance	12		
Health Screenings	12		
Medication	12		
DISTRICT GUIDELINES	13		
FERPA	13		
Annual Notice of Disclosure	16		
Protection of Pupil Rights	17		
Notice of Nondiscrimination	18		
SPECIAL SERVICES	19		
Section 504	19		
Special Education	19		
Child Find Program	19		
English Language Learners	20		
Gifted Program	20		
COMMUNITY EDUCATION	20		
Before/After School Care	20		
Enrichment Classes	20		
Youth Athletic Program Camps & Clinics	20		
Facility Rental	21		
GENERAL INFORMATION	21		
Attendance/Tardy Policy	21		
Dress Code	21		
Field Trips	22		
Synergy	23		
Visitation	23		
Volunteering	23		
Student Complaints/Grievances	24		
INSTRUCTION & STUDENTS LEARNING	25		
Homework	25		
		Honors/Weighted Courses	25
		TO AND FROM SCHOOL	26
		Bus Transportation	26
		Bicycle and other Transportation	27
		STUDENT SERVICES	28
		Cafeteria	28
		CODE OF CONDUCT	29
		PBIS	29
		Classroom Management	29
		Consequences	30
		Conference/Behavior Plan	30
		Detention	30
		Informal Talk	30
		Restriction of Privileges	30
		Time Out	30
		Denial of Bus-Riding	30
		Privileges	30
		Expulsion	30
		In- School Suspension	31
		Out of School Suspension	31
		Restitution	31
		Accomplice Liability	31
		Personal Conduct	32
		Governing Board Policies	33
		Arizona Revised Statutes	33
		Due Process Rights	33
		Hazing	34
		Reporting/Complaint Procedure	35
		Violence/Harassment/Intimidation	35
		Bullying	35
		Cyberbullying	35
		Harassment	36
		Intimidation	36
		Prohibitions and Discipline	36
		Reporting Incidents of Bullying	36
		Video Surveillance	37
		Search & Police Involvement	37
		Technology Acceptable Use Policy	38
		Device and Internet Use	38
		Acceptable Uses	38
		Prohibited Uses	38
		Email Accounts	39
		Student Email Access	39
		Privacy and Right of Inspection	39
		Violations/Consequences	39
		Factors Involved	40

Progress Reports/Report Cards	25	Definitions of Possible Consequences Safe Hotline	
-------------------------------	----	--	--

Letter from the Superintendent

Welcome to Queen Creek Unified School District where we serve over 11,000 students and their families! We are the largest employer in Queen Creek with an outstanding team of over 1,600 staff members plus a multitude of dedicated volunteers and active community members. As an innovative, national leader in education, Queen Creek Unified School District empowers each student to achieve excellence in all pursuits and lead with integrity.

Our priority areas and goals include student success, providing a safe and healthy environment, having and supporting exceptional personnel, engaging in effective partnerships and having effective operations and systems. All of these support and have students in the heart of all that we do on a daily basis. We are committed to excellence in all that we do, we strive to have a culture built on healthy relationships, and we are committed to results through a collaborative culture.

Queen Creek is a growing district in the Town of Queen Creek and the City of Mesa and we cannot achieve this success without the cooperation of our students, their parents and guardians, and our business and agency partners. We are excited about the override that our voters recently approved. We depend on our citizens placing their confidence in our ability to invest their tax dollars wisely, providing the young people who will be the next generation’s leaders, both locally and globally, with a world-class education.

We are able to provide a well-rounded educational experience for our students with the support of our community, highly qualified teachers, and support staff. The governing board members share our love for children and our desire to help each child reach his or her maximum potential. Our schools set high academic expectations for both students and teachers to ensure that we prepare our students for the lives they lead outside of school.

The Queen Creek Unified School District takes great pride in the opportunities we offer our students both in and out of the classroom. We are proud of the comprehensive Pre-K through 12th grade academic programs we offer to meet the needs of all our students. We engage our students in a rigorous curriculum through a mastery learning model that is complete with gifted education, character education, leadership development, and a technology-rich, 21st century environment. We have quality programs in regular education, special education, and early childhood as well as career, technical, and alternative high school services. In addition, we offer a broad selection of extracurricular activities, athletic and fine arts programs.

We are proud to be the school district of choice for the East Valley, providing students a safe, resource-rich learning environment that ensures academic success.

Sincerely,

Perry Berry, Ed. D.
Superintendent

*To access QCUSD Governing Board Policy, please visit the link below:
<http://policy.azsba.org/asba/Z2Browser2.html?showset=allmanuals>
Queen Creek Unified School District Office*

20217 E. Chandler Heights Rd. Queen Creek, AZ 85142

Introduction

PBIS (Positive Behavior Intervention and Supports) is our way of providing a safe and positive learning environment at the schools in our district. PBIS has been shown to increase academic achievement and student performance, decrease classroom disruptions and office discipline referrals and improve school climate and safety. Our QCUSD expectations for student behavior are:

Be Kind

Be Respectful

Show Integrity

Within this document are guidelines that the Queen Creek Unified School District has established and designed to promote student success. These guidelines for student conduct are to ensure a safe learning environment for each and every student, as well as to create a safe environment for the faculty and staff.

This family handbook allows a student to take accountability for his or her actions so that each student learns and accepts responsibility when violations occur. It is crucial for families and each school to work together in order to make sure that students can take ownership for his or her actions. If a student's actions violate a district guideline, then that student will be expected to fulfill and accept the appropriate consequences.

These expectations that the school district has for each and every student should be met when students are at all areas of school, going to or from school, at a bus stop, and/or at a school event. These expectations should make sure that students are safe at all times.

The consequences in this handbook are not the only consequences that may occur when a student makes a violation. *Each administrator, or appropriate discipline personnel, has the ability to use discretion to create an appropriate consequence for a student's violation.* Although the Queen Creek Unified School District strives to allow students to grow and allow their personal and unique strengths to shine, we will not allow the learning to be hindered due to inappropriate conduct.

Strategic Plan

Our Mission:

Queen Creek Unified School District empowers each student to achieve excellence in all pursuits and lead with integrity.

Our Priority Areas and Goals:

Student Success	Safe and Healthy Environment	Exceptional Personnel	Effective Partnerships	Effective Operations and Systems
<ul style="list-style-type: none"> • Inspire all students to meet or exceed annual, individual, and academic goals. • Prepare all students for post-graduation opportunities, responsible citizenship, and competition in a global economy. • Empower each student with skills and tools that support being a confident, resilient, and healthy individual. 	<ul style="list-style-type: none"> • Ensure a safe and secure environment. • Teach kindness, respect, and integrity. • Provide opportunities that result in meaningful connections, resiliency, and coping skills. • Raise awareness of mental health. • Enhance diversity related educational opportunities. 	<ul style="list-style-type: none"> • Value and support all personnel. • Recruit and retain highly qualified, diverse personnel. • Maximize purposeful professional development to empower personnel. • Encourage new and innovative ideas that foster collaboration, efficiency, and growth within the work environment. 	<ul style="list-style-type: none"> • Increase partnerships as a way to build mentoring opportunities, internships, and community business involvement. • Communicate effectively to promote involvement and maximize opportunities for collaboration with all stakeholders. • Ensure transparency by providing information used in the decision-making process. 	<ul style="list-style-type: none"> • Optimize use of funds through fiscal responsibility. • Strategize use of resources through balanced planning. • Manage district systems efficiently through key performance indicators. • Continuously improve facilities and technology.

Our Core Values:

Culture Built on Healthy Relationships by Modeling Desired Behaviors

Commitment to Excellence in All That We Do

Collaborative Culture Committed to Results

District Leadership

Governing Board President

Ken Brague

Governing Board Vice President
Governing Board Member
Governing Board Member
Governing Board Member

Jennifer Revolt
Patty Campbell
Samantha Davis
Matthew Riffey

Superintendent
Chief Operations Officer
Assistant Superintendent (Secondary)
Assistant Superintendent (Elementary)
Director of Human Resources
Chief Financial Officer
Queen Creek Elementary School (PreK-6)
Desert Mountain Elementary School (K-6)
Jack Barnes Elementary School (PreK-6)
Frances Brandon-Pickett Elementary School (K-6)
Gateway Polytechnic Academy (PreK-6)
Faith Mather Sossaman Elementary (K-6)
Silver Valley Elementary School (PreK-6)
Katherine Mecham Barney Elementary School (PreK-6)
Schnepf Elementary School (PreK-6)
Queen Creek Junior High School (7-8)
Newell Barney Junior High School (7-8)
Queen Creek High School (9-12)
Eastmark High School (7-12)

Dr. Perry Berry
Dr. Matthew Strom
Dr. Christopher Thuman
Mrs. Erika Copeland
Dr. Patty Rogers
Amber Stouard
Principal Elyse Torbert
Principal Erin Pillsbury
Principal Dawn Kennaugh
Principal Brian Butson
Principal Tom Swaninger
Principal Sherry Towns
Principal Kelli Frazier
Principal Chasity Cruz
Principal Faith Orr
Principal Beverly Nichols
Principal Luke Pugh
Principal Julie Oster
Principal Paul Gagnon

Educational Rights

The right of a student to participate fully in classroom instruction shall not be abridged or impaired because of race, color, religion, sex, age, national origin, and disability, or any other reason not related to the student's individual capabilities.

The right of students to participate in extracurricular activities shall be dependent only upon their maintaining the minimum academic and behavioral standards established by the Board, and their individual ability in the extracurricular activity.

Adopted: date of manual adoption

LEGAL REF.:

20 U.S.C. 1400 *et seq.*, Individuals with Disabilities Education Act

20 U.S.C. 1681, Education Amendments of 1972, Title IX

20 U.S.C. 1703, Equal Educational Opportunities Act

29 U.S.C. 794, Rehabilitation Act of 1973, (Section 504)

42 U.S.C. 2000, Civil Rights Act of 1964, as amended in 1972, Title VI, Title VII

42 U.S.C. 11301, McKinney-Vento Homeless Assistance Act of 2001

Arizona Constitution, Act XI, Sec. 6

CROSS REF.:

AC - Nondiscrimination

ACA - Sexual Harassment

GBA - Equal Employment Opportunity

IHBA - Special Educational Programs and Accommodations for Disabled Students

KED - Public Concerns/Complaints about Facilities or Services

<http://policy.azsba.org/asba/Z2Browser2.html?showset=allmanuals>

More information can be found on www.qcusd.org under “quick links” or at the links below:

District Policies: <http://policy.azsba.org/asba/Z2Browser2.html?showset=allmanuals>

Strategic Plan: http://www.qcusd.org/Strategic_Plan

Our Schools

Elementary Schools

Desert Mountain Elementary (K-6) 22301 South Hawes Road Queen Creek, AZ 85142 Phone: 480 987-5912 Fax: 480 987-5914	Frances Brandon-Pickett Elementary (K-6) 22076 East Village Loop Queen Creek, AZ 85172 Phone: 480 987-7420 Fax: 480 987-7439
Jack Barnes Elementary (PreK-6) 20750 South 214 th Street Queen Creek, AZ 85142 Phone: 480 987-7400 Fax: 480 987-7415	Queen Creek Elementary (PreK-6) 23636 South 204 th Street Queen Creek, AZ 85142 Phone: 480 987-5920 Fax: 480 987-0612
Gateway Polytechnic Academy (PreK-6) 5149 South Signal Butte Mesa, AZ 85212 Phone: 480 987-7440 Fax: 480 986-1848	Faith Mather Sossaman Elementary (K-6) 22801 E. Via Del Jardin Queen Creek, AZ 85142 Phone: 480 474-6900 Fax: 480 987-2265
Silver Valley Elementary (PreK-6) 9737 E. Toledo Ave Mesa, AZ 85212 Phone: 480 474-6920 Fax: 480 279-2022	Katherine Mecham Barney Elementary (PreK-6) 19684 S. 225 th Pl. Queen Creek, AZ 85142 Phone: 480 474-6720 Fax: 480 474-6740
Schnepf Elementary (PreK-6) 26161 South 231 Street Queen Creek, AZ 85142 Phone: 480-474-6760 Fax: TBD	
Junior High Schools	
Newell Barney Junior High School (7-8) 24937 South Sossaman Road Queen Creek, AZ 85142 Phone: 480 474-6700 Fax: 480 882-3181	Queen Creek Junior High School (7-8) 20435 South Old Ellsworth Road Queen Creek, AZ 85142 Phone: 480 987-5940 Fax: 480 987-5947
High Schools	
Eastmark High School (7-12) 9560 E. Ray Road Mesa, AZ 85212 Phone: 480 474-6950 Fax: 480 474-6970	Queen Creek High School (9-12) 22149 E. Ocotillo Road Queen Creek, AZ 85142 Phone: 480 987-5973 Fax: 480 882-1276

2021-2022 Start and End Times

Full Day

	QCHS & EHS	Elementary Schools	Junior High	KMBE (School of Choice)
Start Time	7:20 AM	8:10 AM	8:50 AM	8:05 AM
End Time	2:15 PM	2:55 PM	3:45 PM	2:55 PM

Early Release

	QCHS & EHS	Elementary Schools	Junior High	KMBE (School of Choice)
Start Time	7:20 AM	8:10 AM	8:50 AM	8:05 AM
End Time	12:15 PM	12:55 PM	1:45 PM	12:55 PM



QUEEN CREEK UNIFIED SCHOOL DISTRICT 2021-2022 CALENDAR

Elementary = K-6 JR High = 7-8 HS = 9-12

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

July
 13 New teachers report
 16 Returning teachers report
 19 Elem/JR High Meet the Teacher
 20 HS Meet the Teacher
 21 First Day of School for Students (Full day of school)

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

August
September
 6 Labor Day— No School
 23 Elem/ JR High Early Release (HS excluded)
 24 End of First Quarter
 27-30 Fall Break—No School

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

October
 1-8 Fall Break—No School
 11 School Resumes
November
 11 Veteran's Day-No School
 25-26 Thanksgiving-No School
December
 16 JR HIGH/HS ONLY Early Release
 17 End of Second Quarter
 20-31 Winter Break-No School

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

January
 3 School resumes
 10 100th Day of School
 17 Civil Rights Day-No School

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

February
 21 Presidents Day-No School
March
 3 Elem/JR High Early Release (HS excluded)
 4 End of Third Quarter
 7-18 Spring Break—No School
 21 School resumes

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

April
 15 April Break—No School
May
 19 All schools early release
 19 End of Fourth Quarter
 19 Last Day for students
 20 Last Day for teachers

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

February '22						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

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

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

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

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

LEGEND: Back to School NO School
Early Release MS/HS Early Release Last Day for Students

Approved on 4/20/2021

Registration

Open Enrollment

Open Enrollment, a program enacted by the Arizona Legislature, requires all school districts to allow students the opportunity to select a school of their choice if capacity and programming permits. The Queen Creek Unified School District complies fully with all provisions of the statute. In the Queen Creek Unified School District, Open Enrollment is contingent upon: available classroom space and various program capacities for the given year, the student's and parent's adherence to district and school rules, and the student's prompt and regular attendance. For more information please go to www.qcusd.org

Interview and Internet/Photo Authorization

If you do not want to allow your child to be photographed or interviewed by a district staff or an outside agency for publication, please be sure to notify QCUSD in writing within two weeks from the start of school.

Health

Immunizations

Before a student may attend any Arizona School, Arizona law requires that an immunization record be presented to the school staff by the parent or guardian. The personal immunization record must include:

1. The student's by name and date of birth
2. The name of the vaccine administered
3. The date (month, day, and year) of each required vaccine, and the signature or stamp of the healthcare provider or agency that administered each vaccine.

Arizona law requires the student to be up-to-date on their immunizations to attend school. See A.R.S. §15-872 for more information. The school administrator shall suspend a student if the administrator does not have documentary proof of compliance and the student is not exempted from immunization. Homeless students are not required to provide documentary proof of immunization until the fifth (5th) calendar day after enrollment in school. In the event of an outbreak of a vaccine-preventable disease, children who are exempt for reasons other than laboratory evidence of immunity may be excluded from school until the risk period for exposure ends.

For additional Information: <http://azdhs.gov/documents/preparedness/epidemiology-disease-control/immunization/school-childcare/school-childcare-immunization-guide>

Services

The school Health Office is equipped to handle minor illnesses and injuries. The Health Office deals with illness and accidents that occur at school. Parents are requested to notify the Health Office if a student has a health problem.

- For the protection of all students, please do not send your child to school when ill.
- Any student with a temperature of 100.0 degrees or more shall not attend school until the student is fever-free 24 hours without the aid of fever reducing medication. If your child is sent home with diarrhea or vomiting, he/she may return to school only if symptom free for a minimum of 24 hours.
- Parents are requested to keep students home if the following symptoms are present: nausea and vomiting, diarrhea, elevated temperature, yellow or green nasal discharge, inflamed eyes with redness or drainage, and skin rash unless a note from their physician states that it is not contagious. If any of these symptoms occur while at school, the parent will be contacted and be required to take the student home.
- State law requires that students be excluded from school if they are suspected of having a communicable disease.
- Students who have had surgery or recent hospitalization should have a doctor's note to return the student to school and participate in PE. Contact the school Health Office for further information.

The Health Office also helps coordinate care (during the school day) for students with a chronic illness/special needs. Parent/guardian should notify the Health Office if their student has a chronic illness. A chronic illness form must be updated yearly for attendance purposes. Please notify the Health Office if your student has any illness or severe allergies. For your student's protection, please update your student's emergency contacts as soon as changes occur. This way, we are assured that your student is safely released to the person(s) you designate.

Medical Insurance

Medical insurance is NOT provided by the school district.

Health Screenings

Student health screenings are conducted through the school health office. These include hearing and vision as recommended/required by the State of Arizona. Other screenings may include height and weight, blood pressure, scoliosis, and lice. You may exempt your student from any screenings by giving written notice to the school health office. This notice must be given yearly. Important health and medical information may be shared with school personnel, on a need to know basis, related to the health and safety of the student.

Medication

When it is essential to a child's health that he/she take medicine during the school hours:

1. Prescription medication must be prescribed by the student's health care provider. The health care provider's orders must be presented to the school at the time the medication is given to the health office. The Health Care Provider Medication Form must be completed signed by the parent/guardian and the health care provider to administer the medication at school. The Health Care Provider Medication Form is available through the health office and on the District website under the Parent Resources tab.
2. Prescription drugs must be in the original pharmacy container, labeled with the student's name, date, medication, dose, time to be taken at school and length of treatment. (The Pharmacist may be requested to prepare a special container for school use.)
3. The parent MUST bring the medication to school. Students are NOT allowed to transport medication. The only exception would be in the case of inhalers, emergency allergy pens, and/or diabetic insulin and

diabetic supplies. Only students with the appropriate paperwork on file with the Health Office will be allowed to carry medication. Contact Health Office personnel for more information.

4. Medication will be administered in the presence of the school nurse and/or health assistant, or in their absence, by the person designated by the school principal, or as otherwise required by law.
5. All over-the-counter and /or non-prescription medication must be approved by the Food & Drug Administration and come in the original container with label and package directions.
6. Over the counter stock medications are listed on the Stock Medication Administration Form.
7. If the over-the-counter/ non-prescribed medication is not listed on the Stock Medication Administration Form, a health provider's order will be required for administration. A healthcare provider's order will be required to give any stock medication for more than three days a month per district guidelines.

District Guidelines

Annual Notification of Rights Under FERPA

The Family Educational Rights and Privacy Act (FERPA) is a Federal law that protects the privacy of student education records. FERPA affords parents and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records within 45 days after the day the school receives a request for access.

Parents or eligible students who wish to inspect their child's or their education records should submit to the school principal a written request that identifies the records they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parents or eligible students who wish to ask the school to amend their child's or their education record should write the school principal, clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and 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 provide written consent before the school discloses personally identifiable information (PII) from 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. The criteria for determining who constitutes a school official and what

constitutes a legitimate educational interest must be set forth in the schools or school districts annual notification for FERPA rights. A school official typically includes a person employed by the school or school district as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer, contractor, or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official typically has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

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

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

These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students." Schools may disclose, without consent, "directory" information which the district has determined to be unless notified by the parents or eligible student that the school is not to disclose the information without consent. QCUSD has designated the following information as directory information: student name*, student school, student grade level, address & telephone number*, height and weight (if member of athletic team), photos**, honors & awards received, participation in athletics and activities, and most recent educational agency/institution attended.

*does not apply to Department of Child Services

**does not apply to school yearbook. If you do not want your child in the yearbook, please submit your request in writing to school administration.

FERPA permits the disclosure of PII from students' education records, without consent of the parent or eligible student, if the disclosure meets certain conditions found in § 99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the parent or eligible student, § 99.32 of the FERPA regulations requires the school to record the disclosure. Parents and eligible students have a right to inspect and review the record of disclosures. A school may disclose PII from the education records of a student without obtaining prior written consent of the parents or the eligible student –

- To other school officials, including teachers, within the educational agency or institution whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in § 99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(3) are met. (§ 99.31(a)(1))

- To officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of § 99.34. (§ 99.31(a)(2))

- To authorize representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as the State educational agency (SEA) in the parent or eligible student’s State. Disclosures under this provision may be made, subject to the requirements of § 99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf, if applicable requirements are met. (§§ 99.31(a)(3) and 99.35)
- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary for such purposes as to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§ 99.31(a)(4))
- To State and local officials or authorities to whom information is specifically allowed to be reported or disclosed by a State statute that concerns the juvenile justice system and the system’s ability to effectively serve, prior to adjudication, the student whose records were released, subject to § 99.38. (§ 99.31(a)(5))
- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction, if applicable requirements are met. (§ 99.31(a)(6)) To accrediting organizations to carry out their accrediting functions. (§ 99.31(a)(7))
- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§ 99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena if applicable requirements are met. (§ 99.31(a)(9)) To appropriate officials in connection with a health or safety emergency, subject to § 99.36. (§ 99.31(a)(10))
- Information the school has designated as “directory information” if applicable requirements under § 99.37 are met. (§ 99.31(a)(11))
- To an agency caseworker or other representative of a State or local child welfare agency or tribal organization who is authorized to access a student’s case plan when such agency or organization is legally responsible, in accordance with State or tribal law, for the care and protection of the student in foster care placement. (20 U.S.C. § 1232g(b)(1)(L))
- To the Secretary of Agriculture or authorized representatives of the Food and Nutrition Service for purposes of conducting program monitoring, evaluations, and performance measurements of programs authorized under the Richard B. Russell National School Lunch Act or the Child Nutrition Act of 1966, under certain conditions. (20 U.S.C. § 1232g(b)(1)(K))

Annual Notice of Disclosure of Directory Information

Under FERPA, QCUSD may disclose appropriately designated “directory information” without written consent, unless you have advised the school to the contrary in accordance with procedure identified below. The primary

purpose of directory information is to allow the school to include information from your child's education records in certain school publications. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to QCUSD parent organizations and/or district-related organizations without a parent's prior written consent. District-related organizations can include, but may not be limited to companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965, as amended (ESEA) to provide military recruiters, upon request, with the following information – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.

QCUSD has designated the following information as directory information: student name*, student school, student grade level, address & telephone number*, height and weight (if member of athletic team), photos**, honors & awards received, participation in athletics and activities, and most recent educational agency/institution attended.

*does not apply to Department of Child Services

**does not apply to school yearbook. If you do not want your child in the yearbook, please submit your request in writing to school administration.

If you do not want to release your address, phone number, and/or email address to parent organizations and/or district-related organizations or allow your child to be photographed or interviewed by an district staff or outside agency for publication please be sure to notify QCUSD in writing within two weeks from the start of school

Protection of Pupil Rights Amendment (PPRA)

PPRA applies to the programs and activities of a State educational agency (SEA), local educational agency (LEA), or other recipient of funds under any program funded by the U.S. Department of Education. It governs the administration to students of a survey, analysis, or evaluation that concerns one or more of the following eight protected areas:

1. political affiliations or beliefs of the student or the student's parent;
2. mental or psychological problems of the student or the student's family;
3. sex behavior or attitudes;
4. illegal, anti-social, self-incriminating, or demeaning behavior;
5. critical appraisals of other individuals with whom respondents have close family relationships;
6. legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
7. religious practices, affiliations, or beliefs of the student or student's parent; or,

8. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

PPRA also concerns marketing surveys and other areas of student privacy, parental access to information, and the administration of certain physical examinations to minors. The rights under PPRA transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

LEAs must provide parents and eligible students effective notice of their rights under PPRA. The notice must explain that an LEA is required to obtain prior written consent from parents before students are required to submit to a survey that concerns one or more of the eight protected areas listed above, if the survey is funded in whole or in part by Department funds. For surveys that contain questions from one or more of the eight protected areas that are not funded in whole or in part with Department funds, LEAs must notify a parent at least annually, at the beginning of the school year, of the specific or approximate date(s) of the survey and provide the parent with an opportunity to opt his or her child out of participating. LEAs must also notify parents that they have the right to review, upon request, any instructional materials used in connection with any survey that concerns one or more of the eight protected areas and those used as part of the educational curriculum.

PPRA requires LEAs to work with parents to develop and adopt policies on the following items:

- The right of parents to inspect, upon request, a survey created by a third party before the survey is administered or distributed by a school to students and the procedure for granting a request by a parent for such access;
- Arrangements to protect student privacy that are provided by the LEA in the event of the administration of a survey to students containing one or more of the eight protected items of information noted above (including the right of parents to inspect, upon request, a survey that concerns one or more of the eight protected items of information);
- The right of parents to inspect, upon request, any instructional material used as part of the educational curriculum for students, and the procedure for granting a request by a parent for such access;
- Administration of physical exams or screenings of students;
- The collection, disclosure, or use of personal information (including items such as a student's or parent's first and last name, address, telephone number or social security number) collected from students for marketing purposes, or to sell or otherwise provide the information to others for marketing purposes, including the LEA's arrangements for protecting student privacy in the event of collection, disclosure, or use of information for these purposes; and
- The right of parents to inspect, upon request, any instrument used in the collection of personal information for marketing or sales purposes before the instrument is administered or distributed to a student and the LEA's procedure for granting a parent's request for such access.

Parents should be provided reasonable notification of the planned activities and surveys and be provided an opportunity to opt their child out, as well as be provided with an opportunity to review any pertinent surveys. LEAs must offer an opportunity for parents to opt their child out of participating in the following activities:

- The administration of any survey concerning one or more of the eight protected areas listed above if it is not funded in whole or in part with Department funds. (LEAs must obtain active consent, and may not use an opt-out procedure, if the survey is funded in whole or in part with Department funds);
- Activities involving the collection, disclosure, or use of personal information collected from students for marketing purposes, or to sell or otherwise provide the information to others for marketing purposes; and

- Any non-emergency, invasive physical examination or screening that is 1) required as a condition of attendance; 2) administered by the school and scheduled by the school in advance; and 3) not necessary to protect the immediate health and safety of the student, or of other students. This law does not apply to any physical examination or screening that is permitted or required by State law, including physical examinations or screenings permitted without parental notification.

NOTICE OF NONDISCRIMINATION

The Queen Creek Unified School District does not discriminate on the basis of race, color, ethnicity, national origin, disability, age, gender, marital status, religion, veteran or military status, sexual orientation, socioeconomic status, or any other prohibited factor in the admission or access to, treatment or employment in its educational programs or activities. Inquiries or complaints concerning discrimination, including Title IX, should be referred to the following employees:

Compliance Officer for Title IX

Cody Nenaber
 Director of Support Services and Athletics/Title IX Coordinator
 20217 E. Chandler Heights Road
 Queen Creek, AZ 85142
 480-987-7418

Compliance Officer for Section 504

Mr. Steven Ray
 Director of Special Education
 20435 Old Ellsworth Road
 Queen Creek, AZ 85142
 480-987-7487

OCUSD Governing Board Policies

Policy AC Nondiscrimination / Equal Opportunity
 Policy AC-R Nondiscrimination / Equal Opportunity
 Policy AC-E Nondiscrimination / Equal Opportunity Complaint Form
 Policy ACA Sexual Harassment
 Policy ACA-R Sexual Harassment
 Policy ACA-E Sexual Harassment Complaint Form
 Policy ACAA Title IX Sexual Harassment
 Policy IHBA Special Instructional Programs and Accommodations for Disabled Students
 Policy IHBA-RA Special Instructional Programs and Accommodations for Disabled Students
 Policy IHBA-RB Special Instructional Programs and Accommodations for Disabled Students
 Policy IHBA-E Special Instructional Programs and Accommodations for Disabled Students

Special Services

Section 504

The purpose of Section 504 is to provide equal access to all students with mental or physical disabilities which may substantially limit a major life activity like learning. For a student to qualify for Section 504 protection, the student must be determined to: (1) have a mental or physical impairment that substantially limits one or more major life activities, including learning; or (2) have a record of such impairment; or (3) be regarded as having such impairment. If the student has an impairment that substantially limits a major life activity, the impairment

is a qualifying disability if it creates a significant barrier to the student's ability to access the same educational opportunities afforded to non-disabled students. Please contact your child's school, which will identify and connect you with the school's Section 504 Coordinator.

Special Education

Queen Creek Unified School District provides a full continuum of special education programs and services to our students ages 3 through 21. In keeping with state and federal mandates, the type of special education services which best meets each student's individual education needs is determined at a meeting attended by district personnel and the student's parents or guardians, and outlined in an Individualized education plan (IEP). Our main goal is to serve our student's in the least restrictive environment. Services are provided for all identified students. Parents/students who desire further information on these programs and services should contact the Department of Special Programs at [\(480\) 987-5990](tel:4809875990).

Child Find Program

It is the Queen Creek Unified School Districts' responsibility to inform the general public and all parents within our boundaries of our responsibility to make available special education services for students with disabilities aged 3 through 21 years and how to access those services. We are responsible for identifying, locating, and evaluating all children with disabilities including children aged 3 through 21. In addition we have a responsibility to provide information regarding early intervention services for children from birth through 2 years. We are responsible for referring children from birth through 2 years of age to the Arizona Early Intervention Program (AzEIP) for evaluation and appropriate services. We are also responsible for providing a free and appropriate public education (FAPE) which includes special education and related services to children with disabilities at public expense, under public supervision and direction and without charge to the parents. If you are aware of anyone who may need assistance please contact the QCUSD Special Services Department at [\(480\) 987-5990](tel:4809875990).

English Language Learners

Queen Creek Unified School District's Structured English Language Learner Program serves students who need assistance in learning English. Arizona law requires that children with a home language other than English be assessed for proficiency in oral language, reading comprehension, and written communication. Following parent/legal guardian notification, students who are identified as limited English proficient may receive various forms of instructional support focused on English acquisition.

Gifted Program

Gifted students are defined as those who score at or above the 97th percentile on national norms in one or more of three areas—verbal (language), quantitative (math), and nonverbal (spatial) reasoning—on any test for gifted identification approved by the Arizona State Board of Education. Testing occurs three times throughout the school year. If you have a child in 2nd through 5th grade whom you feel might qualify in one or more of the assessed areas, contact the gifted resource teacher or administrator at your child's school. There is a continuum of services available for gifted learners in our District. To learn more about the different types of services, visit the District website at www.qcusd.org

Community Education

The Community Education Department offers before and after school care, enrichment programs, year around youth athletic programs as well as facility rentals. Our goal in Community Education is to provide quality educational programs for students in a safe and nurturing environment.

Before and After School Care

The Discovery Kids before and after school programs are conveniently located at each of the elementary schools. This program provides before-school and after-school programs for students in grades K-6. Additional day camp experiences are offered for students on non-calendar days during fall, winter, spring, and summer breaks. Daily activities include homework time, computers, board games, reading, organized games, outdoor play, and projects with emphasis in areas including Arts & Crafts and STEAM.

Enrichment Classes

The department also offers academic and non-academic enrichment opportunities scheduled outside of the regular school day during afternoons, evenings and weekends for students and their families.

Youth Athletic Program Camps and Clinics

The Youth Athletic Program (YAP) encompasses year around sports training from the high school level down through the elementary school grades. Camps, clinics, as well as out of season instruction that is led by our high school coaching staff.

Facility Rentals

We also offer our district facilities to the community for rental purposes.

Learn more about our programs by visiting: <https://qcusd.ce.eleyo.com> or contact Community Education Clerk at 480-987-5998.

General Information

Attendance/Tardy Policy

Students must attend school each day unless parents or guardians have authorized the absence. Arizona State law (§15-8072. A, §15-803.(E)) requires every person who has custody of a child between the ages of six and sixteen years to make sure the child attends school for the full time school is in session unless unable to attend due to illness or another legitimate reason. In order for absences relating to illness, doctor appointment, bereavement, family emergencies, or school approved family vacation to be counted as excused absences, the school should be notified in advance or at the time of the absence by the parent/guardian. The minimum attendance standard for the Queen Creek Unified School District is 90% of all scheduled class meetings. Cases involving prolonged illness or unusual circumstances will be reviewed by the administration upon parental request. Students absent ten (10) unexcused consecutive days will be withdrawn.

The CUTS program has proven that the collaboration between the school, parents, student, and the probation department is effective in reducing truancy and subsequently curbing delinquent activity. The **CUTS (Court Unified Truancy Suppression) Direct-Cite Program** provides schools with a protocol, forms and support from the juvenile probation department. The protocol encourages the school to work with students exhibiting truant behavior via letters and conferences. If these attempts prove to be unsuccessful, the school then initiates a DIRECT-CITE Truancy Citation to the student with a hearing scheduled at the Juvenile Court Facility. The

CUTS LITE (Limited Intervention to Educate) Program was designed to deal with the younger students to address the issue of truancy with them prior to a citation being issued. This program also provides a protocol, forms and support in addition to a 'Pre-Citation conference' attended by the parent, student, school official and a probation officer. The conference provides an opportunity to educate the parent and the student in regard to truancy laws and allows a forum to determine the specific needs of the student. The CUTS LITE conference can be offered to students who are experiencing truancy issues and who are not responding to school's efforts to curb truant behavior.

Dress Code

The Board recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference. The Board will not interfere with the right of students and their parents to make decisions regarding their appearance except when their choices affect the educational program of the school or the health and safety of others. The District encourages students to take pride in their attire as it relates to the school setting. Clothing that is disruptive or that detracts from the educational process or is destructive to school property is inappropriate. Because the school environment is a workplace, acceptable clothing for school may be different than clothing that may be worn in other environments.

When in doubt, parents and students should select more conservative clothing. Students deemed inappropriate in their attire will be directed to the administration office to obtain acceptable clothing and may result in further disciplinary action. Parents will be notified for repeat offenses.

The following items are considered *inappropriate* for the school settings:

- Any attire such as, but not limited to, exposing chest, cleavage, genital area, or buttocks.
- Clothing must not be see-through and must cover a student's undergarments.
- Any attire deemed to be gang related or affiliated with a negative group.
- Any "in memory" attire.
- Any attire that is deemed to be vulgar, profane, racially or sexually suggestive, or obscene or promotes violence, threats, or intimidation.
- Hats and sunglasses may be worn outside.
- Clothing, accessories and/or jewelry may not state, imply, or depict hate speech/imagery targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any other protected classification.
- Any attire that presents a risk to the health, safety or general welfare.
- Jewelry that presents a safety hazard to self and/or others, this includes spiked jewelry, chains, or other potentially dangerous accessories.
- Clothing or patches that advertise, display or encourage the use of alcohol, tobacco (in any form), drug paraphernalia, weapons, violence and/or illegal substances of any type.
- Tank tops with shoulder widths less than one and one-half (1 1/2) inches.
- Muscle shirts, undergarments worn as outer garments, tube tops, short skirts or short shorts, pants that drag excessively to the ground, trench coats, or any clothing that allows your underwear to show.
- Visible tattoos that are considered inappropriate.
- Shoes must be worn at all times. Closed shoes are to be worn for any type of physical activity, such as physical education, et cetera.

Exceptions for special activities, health advisements or other considerations may be preapproved by the campus administrator. Student dress shall not present a hazard to the health or safety of the student or to others in the school, materially and substantially interfere with school work, create disorder, or disrupt the educational program, cause excessive wear or damage to school property nor include any type of clothing, accessories

and/or jewelry that is worn with the intent to convey affiliation with a criminal street gang as defined in A.R.S. §13-105.

Discriminatory or obscene language or symbols, or symbols of sex, drugs, or alcohol on clothing are prohibited. Students may wear clothing, accessories and jewelry that display religious messages or religious symbols in the same manner and to the same extent that other types of clothing, accessories and jewelry that display messages or symbols are permitted.

Students who volunteer for extracurricular activities, such as athletics, band, chorus, etc., are subject to the standards of dress as defined by the sponsors of such activities.

School administrators will make the final decision regarding the appropriateness of any student's appearance. Any apparel which the administration determines to be unacceptable in light of the above community standards is prohibited. Students who violate the dress code policy are subject to the discipline.

Field Trips

Field trips are an earned educational privilege and are aligned with Arizona State Standards. Students attending a school related field trip must turn in a signed permission slip by the required due date, pay non-refundable entrance fees, and follow school appropriate dress code and school policies. In addition, the schools may provide additional non-educational field trips for students who have met specific requirements for various programs/clubs. Overnight field trip chaperones should fill out the appropriate paperwork on-line (below), must undergo a fingerprinting and criminal background check, sign off on the responsibilities of chaperones, and be approved by Human Resources before the field trip.

<https://queencreek.tedk12.com/hire/ViewJob.aspx?JobID=4663>

https://docs.google.com/document/d/1IEACoos1wzK6CQ1LONmJxTCnFuvRhd_DdKr81Fi6Co/edit

Synergy

Synergy is a program which Queen Creek Unified School District uses to enter student attendance and grades. Teachers will enter student grades on a regular basis. Families can access those grades through the internet at home. Students are able to set up their own account. Parents/guardians also may set up an account. It is strongly suggested that families use a minimum of two accounts so that parent/guardian and student access is kept separate. Parents/guardians can check their child's grades, attendance and update contact information for teachers. Please understand that teachers will grade and enter assignments on a regular basis but according to assignment (for example, a multiple choice test may be entered more quickly than an essay). Because of that, it is important that parents/guardians also check their child's planners, read teacher emails and communicate often with their child in order to ensure that assignments are completed and turned in on time.

Visitation

Parents and guardians are always welcome at Queen Creek Unified campuses. All visitors must show a driver's license or other form of ID, and check in and out through the front office. Parents must make arrangements with the teacher prior to visiting the classroom. Students will not be permitted to bring visitors to the campus. Our commitment to academic excellence and school safety necessitates the schools establishing this procedure.

Volunteering

Queen Creek Unified School District welcomes and needs parent and community volunteers. During the day, we need classroom assistants, small group leaders, one-on-one tutors, and playground supervisors. If you are interested in volunteering in your child's classroom, please contact your child's teacher. There are also many ways to help on your own time if you are not able to come to school during the day. In addition, teachers have many tasks that can be completed at home for those parents who don't have childcare for younger siblings and would like to volunteer.

Chaperones are also needed for field trips. In order to do this in a safe manner, all overnight field trip chaperones should fill out the appropriate paperwork on-line and must undergo fingerprinting and a criminal background check before being approved by Human Resources.

https://docs.google.com/document/d/1IEACoos1wzK6CQ1LONnnJxTCnFuvRhd_DdKr81Fi6Co/edit

<https://queencreek.tedk12.com/hire/ViewJob.aspx?JobID=4663>

Student Complaints/Grievances

A complaint or grievance may be raised regarding one (1) 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 not related to the student's individual capabilities.
- Discriminatory treatment on the basis of race, color, religion, sex, age, national origin, or disability.
- Concern for the student's personal safety.

The initial complaint or grievance 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 or grievance. The initial complaint or grievance should be made using form JII-EA; however, a verbal complaint or grievance may be made to any school staff member.

When the initial complaint or grievance is submitted in a manner other than on the prescribed form, the administrator shall obtain from the student the particulars of the accusation thereafter. The administrator shall especially note all student-provided particulars determined by the Superintendent to be necessary for the complaint or grievance to be investigated. Any question concerning whether a complaint or grievance falls within this policy shall be determined by the Superintendent.

If the receiving school administrator is included in the allegation, the complaint or grievance shall be transmitted to the next higher administrative supervisor. Failure by the staff member to timely inform a school administrator or next higher administrative supervisor of a student's allegation may subject the staff member to disciplinary action. The staff member 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.

A student or student's parent or guardian may initiate the complaint process by completing Exhibit JII-EA in board policy. A complaint or 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.

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

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

The Superintendent shall develop procedures for the maintenance and confidentiality of documentation related to the receipt of a student's complaint or grievance, findings of the investigation, and disposition of the matter. The documentation shall not be used to impose disciplinary action unless the appropriate school official has investigated and determined there was an actual occurrence of the alleged incident.

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

When District officials have a reasonable belief or an investigation reveals that a reported incident may constitute an unlawful act, law enforcement authorities will be informed.



Instruction & Student Learning

Homework

The purpose of homework is to provide additional practice on previously introduced skills or to enrich classroom experiences. Homework includes activities such as brief drills, reading, collecting information, sharing ideas with parents and guardians, and providing projects/assignments in which students must utilize their time in creative thought. An additional purpose of homework is to encourage the student to develop effective study skills, self-discipline, work ethic, and individual discovery habits, which are integral and indispensable elements of a quality education. The student is responsible for understanding homework expectations before leaving school and for completing the assignment on time. Parent(s) and legal guardian(s) can support the homework program by providing the student with time necessary to complete the work and by providing a quiet and well-lighted place to study.

Progress Reports/Report Cards

Queen Creek encourages, supports, and values the school achievement of each student. The measurement of academic achievement is based upon the student's mastery of identified curriculum

objectives and standards. The goal of our school staff is to maximize every student's learning potential. The primary function of a progress report is to communicate information to parent(s)/guardian(s) about their child's current achievement status in regard to specific learning objectives in each curriculum area. Report cards are issued at the end of each grading period. Teachers report progress related to achievement of subject objectives by a letter grade and/or comments. Comments are used to communicate information about a student's effort, study habits, and behavior. Parents can access their student's information by logging into Synergy (1st-12th grades).

District Honors/Weighted Course Criteria

Honors/weighted courses are designed and implemented to demand more challenging involvement on the part of the students. The coursework is more rigorous (higher levels of quality student thinking) than their standard course counterpart and must provide students multiple opportunities to take greater ownership of their learning. These courses should be distinguished by differences in the quality and composition of their coursework, not by the quantity of the work required. Honors/weighted courses should be designed for students who have demonstrated a high level of interest and academic achievement in a given subject area.

Accordingly, students and parents should understand that honors/weighted courses are more demanding and may have requirements beyond those of non-honors courses

All honors/weighted courses contain:

- Significant academic rigor requiring additional effort and perseverance on the part of the student
- Additional depth and breadth of content compared to a non-honors section
- Relevant learning to students
- Critical and reflective thinking emphasis
- Greater amount of class discussion, using the Socratic method, with opportunities to defend ideas and positions
- Technology integration
- Evidence of various types of writing tasks including argumentative, informational, and persuasive components
- Novel/creative approach to instruction
- Provide a foundation for success in AP classes and college success
- Requirement of prior mastery of prerequisite skills
- Multi-purpose assessments that include peer evaluation, risk taking, critical thinking and creativity

Honors/weighted courses should also exhibit two or more of the following:

- Independent research
- Inquiry learning
- Integration of two or more content areas
- Leadership components
- Service learning opportunities

Note: These guidelines will be used to determine if a course will be given honors/weighted credit. Advanced Placement (AP) courses accepted by the College Board are automatically accepted as honors/weighted credit.

To & From School

Bus Transportation

Our philosophy is that every student should have an opportunity for a safe and pleasant trip whenever that student is on a school bus. We believe that each student can behave appropriately and safely while riding on a school bus. We will not tolerate any student interfering with the bus driver's ability to do their job. Nor will we allow any student to prevent other passengers from having a safe bus ride. The bus rules and regulations are available to all staff and patrons of this District. Your child's transportation information can be found by going to the following website: <http://www.infofinder.com/ifi/?cid=QCUSD23Z3i40SK>

Type in your address. You will get the pick-up time, drop off time, location, Route number and Bus number. We also want to encourage families to utilize the new "Here Comes the Bus" app to track your students during route travel and receive transportation route notifications all in real time. Download information and instructions can be found at qcusd.org on the Transportation Department webpage. If you have any questions, please contact the Transportation Department at 480-987-5982.

In order to keep your children safe while in our care, it is important for your child to follow the rules stated below. It is also important to remember that the bus driver is the authority on the bus at all times.

- Kindergarten through 2nd grade – a parent MUST be at the bus stop to receive your student each day. If a parent is not there, your student will not be let off the bus. They will be returned to the school at the end of the school route. Parents may complete a Release of Responsibility Form found on our Transportation Department Website to authorize your Kindergarten through 2nd grade student permission to walk home with an older sibling or a group of students. This form must be submitted to the Transportation Office via fax or email.
- Keep aisle clear of obstructions
- Keep the bus clean
- Be on time for the bus, morning and afternoon
- Stand a safe distance from the roadway
- Get in line when the bus is approaching without crowding or pushing
- Always use the steps and handrail when boarding and leaving the bus
- Sit facing forward in assigned seats
- Talk in normal tone: we do not allow loud or vulgar language
- Do not extend hands, arms, head, or objects through the bus windows
- Return windows to closed position if you open them
- Do not eat, drink or chew gum on the bus (Exception, students may drink water)
- Do not have glass, tobacco, weapons, reptiles, animals, or insects of any kind on the bus
- Keep all personal possessions in your backpacks or pockets
- In no way damage the bus or personal property
- Unauthorized cell phone usage is prohibited. Cell phones shall be kept inside backpacks or pockets and used only to contact parents
- Bullying of any kind will not be tolerated
- Vaping will not be tolerated

A violation of these rules may subject any student to discipline up to and including the loss of a student's right to use the bus. As provided in District policy, no student shall be disciplined nor shall his transportation rights be suspended except for sufficient cause. Students are **NOT** allowed to ride a bus other than their assigned bus route, or get on or off at a different bus stop **unless the bus driver is given a written bus pass signed by the school official or designee.**

Bicycle, Skateboard, Scooter and all other alternate modes of Transportation

Students in grades 2-12 may ride bikes or other alternate modes of transportation to school. Bike racks are available for students to lock their equipment during the day. Chains/locks must be used and provided by students. As with other personal items brought to campus, we cannot accept responsibility for the safety of personal items throughout the school day. The school is not responsible for theft of parts or damage while items are parked in the bike rack. The following rules are to be observed by all riders entering and leaving school:

- In traveling to and from school, all ordinances concerning safety must be observed. Students who violate city and school guidelines will jeopardize their privilege of bringing items to campus. A serious injury to yourself can be prevented through observation of these rules. Helmets should be worn.
- Students are not to arrive at elementary schools before 7:45am, and 8:40am for junior high schools.

Once students reach the crosswalk they must walk their modes of transportation to the bike rack. Riding is not allowed on school grounds.

Student Services

Cafeteria

Meal Prices:

	Breakfast	Lunch
Full Pay	\$1.50	\$2.75 (Elementary); \$3.00 (Junior High); \$3.25 (High School)
Reduced	No Charge	\$0.40
Adults	\$1.75	\$3.75

We provide meals at a reduced rate or free depending on your income level. Meal applications are available at your school, Queen Creek USD Administrative Office, or online at www.qcusd.org. Applications will also be available to fill out online at <http://family.titank12.com> for the 2020-2021 school year. The site will provide you with your approval status once it is processed.

All meals are provided under the National School Breakfast and Lunch Program Federal guidelines. This means all meals are planned according to the requirements provided by USDA. All school meals must meet specific calorie targets, fat percentages, fiber, vitamin and mineral targets.

All a la carte items we offer for sale during the meal service are in compliance with strict Smart Snacks nutrition criteria. This means all items are within the following guidelines: Less than or equal to 200 calories, less than 35% total calories from fat, less than 10% total calories from saturated fat, 0g trans-fat, less than 200 mg sodium, less than 35% total sugar by weight. Items also must be whole grain rich or contain 10% of the daily value (DV) for one of the nutrients of public health concern (calcium, potassium, vitamin D, or dietary fiber). The juice we offer is 100% juice.

Students are allowed to purchase a la carte items from their meal account. If you would like for us to limit their purchases please contact the cafeteria.

<http://family.titank12.com> is a **free** online service you can use to keep track of your child's meal balance and transactions. Another **free** benefit includes setting up a low balance reminder on your account so the system can email you when your balance reaches the set amount. You can also utilize

<http://family.titank12.com> to pay for your child's meals online. There is a convenience fee for an online payment.

Payments for meals can be made online at <http://family.titank12.com> using your Visa, MasterCard or Discover cards. You can also send payment via cash or check without a fee. There is a \$25 fee for any returned check.

Students will be allowed to charge 2 meals. Students with negative accounts will receive an electronic notification to bring the account back to a positive. If students do not have enough money in their meal account they will be given a cheese sandwich on a whole wheat bread, fruit and milk. Students will NOT be notified at the register if they have a low balance so it is highly recommended that parents sign up for free balance reminder emails on <http://family.titank12.com>.

Code of Conduct

School rules are designed to protect all students. To protect the rights of all students, it is important that parents and students understand the consequences of misbehavior.

The following chart includes a list of common and/or serious student conduct violations, along with a range of recommended consequences. This list is not meant to be exhaustive. Following the chart are definitions of the violations. Intended prohibited conduct may subject the student to the same discipline as an actual violation.

The violations and range of actions listed are meant as guidelines to be followed unless circumstances warrant otherwise, as determined by the principal or other authorized person administering the action.

Serious violations such as: alcohol, drugs, possession of a firearm, sexual abuse or any other abuse, and/or threats will be reported to law enforcement. Schools may use discretion to determine if any other violation may require notifying the police.

Positive Behavior Intervention and Support (PBIS)

PBIS (Positive Behavior Intervention and Support) is our way of providing a safe and positive learning environment at the schools in our district. PBIS has been shown to increase academic achievement and student performance, decrease classroom disruptions and office discipline referrals and improve school climate and safety. Our QCUSD expectations for student behavior are:

Be Kind

Be Respectful

Show Integrity

Classroom Management

Teachers have classroom management plans that include consequences, included but not limited to those described below, for common classroom behavioral concerns. When positive behavioral change is not occurring under the classroom plan or when the offense is immediately serious, a disciplinary referral to the school administration will be generated.

Other staff members may be responsible for supervising students in the cafeteria, on the playground, on the bus, and throughout campus according to established school-wide behavioral expectations. When students do not

comply with staff members and respond appropriately with the informal actions described below, a disciplinary referral to the school administration may be generated.

Consequences for Students

Depending on the type of behavior problem, the student's disciplinary history, the seriousness of the infraction and the potential aggravating and mitigating factors, administrators may take one or more of the actions described below. Consequences may also affect participation in extracurricular activities and may include notification of law enforcement.

Conference/Behavior Plan—The teacher or staff member will hold a conference with the student to discuss the continued inappropriate behavior and to develop a plan for changing the behavior and outlining the consequences if the behavior does not change. Parent may be notified.

Detention—The teacher or staff member will hold a child in the classroom or other supervised location before school, during lunch or after school. Detention is typically 30 minutes or less. Parent will be notified if Detention is to be served before or after school.

Informal Talk—The teacher or staff member informs the student of the inappropriate behavior, describes acceptable behavior and asks the student to make adjustments to his/her behavior so that the consequences do not need to progress. Parent not typically notified.

Restriction of Privileges—Teachers or staff members may restrict a student's participation in a special event or activity, i.e. field trip, assembly, class party, etc. Parent may be contacted.

Time-Out—The teacher or staff members assigns the student to a buddy-teacher classroom or other supervised location where the student is isolated from his/her classmates and the environment in which the student was making poor choices. Time-Out is typically one class period or less. Parent may be notified.

Denial of Bus-Riding Privileges—The school administrator or transportation director may suspend a student's privilege of riding a school bus according to the guidelines in this document. Students will be expected to arrange alternative transportation to and from school for the duration of the bus suspension. Parents will be notified.

Expulsion—While the student is serving a short-term suspension of 10 days or less, the school administrator may recommend to the District an extension of the suspension to an expulsion. Upon the school administrator's recommendation of an expulsion, a hearing may be scheduled with an appointed hearing officer. After a formal hearing, the hearing officer may recommend an expulsion to the Governing Board. Only the Governing Board may impose the expulsion. An expulsion is a permanent withdrawal of the privilege of attending any schools in the Queen Creek Unified School District unless the Governing Board readmits the student in accordance with the procedures outlined in Board policy. The parent and student will receive notification of the expulsion hearing including information about the hearing procedures and student's rights.

In-School Suspension—The school administrator may assign a student to 10 days or less of suspension in school. During an in-school suspension, the student will be removed from his/her classroom and normal daily school activities and supervised in a location isolated from peers. Class work will be provided to the student. Parent will be notified.

Out of School Suspension (short-term) – The school administrator has the authority to suspend a student for 10 school days or less after appropriate due process. If immediate due process is not possible because the student’s presence creates a danger to the school or because the student’s criminal circumstance prohibits it, due process will be afforded as soon as possible thereafter. Class work will be provided to the student. The student may not be present on any district campus or at any school or district activity when serving a short-term suspension. Parents will be notified for all short-term suspensions. There is no legal right to appeal a short suspension to any person other than the school administrator.

Out of School Suspension (long-term) – While the student is serving a short-term suspension of 10 days or less, the school administrator may recommend to the District an extension of the suspension to 11 school days or more. Upon the school administrator’s recommendation of a long-term suspension, a hearing may be scheduled with an appointed hearing officer. The parent and student will receive notification of the long-term suspension hearing including information about the hearing procedures and student’s rights.

Restitution—The school administrator may assign a student to financial liability for damage, loss, theft of another person’s personal property and/or school property. If the restitution amount is greater than \$100, law enforcement authorities will be contacted.

While not a disciplinary consequence, the school administrator may also convene the Threat Assessment Team. Every instance of threatening behavior will be treated seriously and examined thoroughly in determining whether a threat exists under the Threat Assessment process. According to the outcome of the Threat Assessment, a safety plan may be developed, victims may be notified and disciplinary consequences may be assigned as described above.

Accomplice Liability (Aiding and Abetting)

A student who, with the intent to promote or facilitate the commission of a violation of another District Policy or Regulation solicits or commands another person to commit a violation, or aids, counsels, agrees to aid or attempts to aid another person in planning or committing a violation, or provides means or opportunity to another person to commit the violation, may be disciplined to the same extent as a student who may be found to have violated the other District Policy or Regulation.

Personal Conduct

General Terms and Definitions	
Terminology	Definition
A.R.S.	Arizona Revised Statutes are the laws enacted by the Arizona State legislature; some of which apply to schools and school districts
District	The Queen Creek Unified School District #95
Employee	A person employed by the Queen Creek Unified School District #95
Governing Board or Board	The governing body of the District comprised of publicly elected members of the community
Parent	A natural or adoptive parent (unless parental rights have been judicially limited or

	severed), a legal guardian (court appointed), or an individual acting as a parent in the absence of a parent or guardian.
Policy	A written QCUSD Governing Board Policy and administrative regulation
School Administrator	The Principal, Assistant Principal(s), Principal's designee, or district-level administrator serving at the school attended by the student who has been issued this Handbook
Student	Any minor or adult person who is enrolled in an educational program of the District
Suspension	The temporary withdrawal of the privilege of attending a school or a QCUSD sponsored event for a specified period of time. Any student suspended from school is automatically suspended from all athletic teams; including band, spirit line, winter guard, and drumline during that period of time. Please refer to the QCUSD Athletic handbook for additional information.

Governing Board Policies (partial list of relevant policies)			
Policy Title	Reference Number	Policy Title	Reference Number
Absences & Excuses	JH	Searches and Interrogations	JH
Attendance	JE	Student Violence/ Harassment/Bullying/Intimidation	JICK
Bus Safety Program	EEAE	Sexual Harassment	ACA
Care of School Property by Students	JICB	Student Automobile Use and Parking	JLIE
Drug and Alcohol use by Students	JICH	Student Conduct	JIC
Equal Educational Opportunity	JB	Student Conduct on School Buses	EEAEC
Expulsion	JKE	Student Discipline	JK
Gang Activity/ Secret Societies	JICF	Student Dress	JICA
Hazing	JICFA	Student Fund-Raising Activities	JJE
Public Conduct on School Property	KFA	Suspension	JKD

Removal of Students from Activities	JKDA	Tobacco Use by Students	JICG
Restitution for Personal Property Damage-ECAD	ECAD	Use of Technology Resources	IJNDB
Rights and Responsibilities	JI	Vandalism	ECAC
		Weapons in School	JICI

To access QCUSD Governing Board Policy, please visit the link below:

<http://policy.azsba.org/asba/Z2Browser2.html?showset=allmanuals>

Arizona Revised Statutes	
Statute Title	Statute Number
Threatening or Intimidating	A.R.S. § 13-1202
Computer Tampering	A.R.S. § 13-2316
Disorderly Conduct	A.R.S. § 13-2904
Loitering	A.R.S. § 13-2905
Suspension and Expulsion	A.R.S. § 15-840 - §15-844 A.R.S. § 15-841- § 15-844
Tobacco	A.R.S. § 36-798.03
Verbal Abuse to Teacher/School Employee	A.R.S. § 15-507

Due Process Rights

1. Students will be informed of the accusation against them and be provided with the supporting facts.
2. Students will have the opportunity to accept or deny the accusations.
3. Students will have the opportunity to present their version of the situation.

After gathering the facts and affording due process, the school administrator shall determine if a violation of the Family Handbook has occurred. If the administrator determines that a violation of the Family Handbook has occurred, and that a consequence (other than an informal conference or verbal warning) will be assigned to the student, the parent will be contacted.

Hazing

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

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

- The act was committed in connection with an initiation into, an affiliation with or the maintenance of membership in any organization that is affiliated with an educational institution.
- The act contributes to a substantial risk of potential physical injury, mental harm or degradation, or causes physical injury, mental harm or personal degradation.

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

It is no defense to a violation of this policy if the victim consented or acquiesced to hazing.

In accord with statute, violations of this policy do not include either of the following:

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

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

Reporting/Complaint Procedure

- Students and others may report hazing to any professional staff member. Professional staff members must report the incident to the school administrator or next higher administrative supervisor, in writing, with such details as may have been provided. A failure by a staff member to timely inform the school administrator or next higher administrative supervisor of a hazing allegation or their observation of an incident of hazing may subject the staff member to disciplinary action in accord with school policies. The staff member shall preserve the confidentiality of those involved, disclosing the incident only to the appropriate school administrator or next higher administrative supervisor or as otherwise required by law. Any instance of reported or observed hazing which includes possible child abuse or violations of statutes known to the staff member shall be treated in accord with statutory requirements and be reported to a law enforcement agency.
- The report/complaint will be investigated by the school administrator or a supervising administrator. The procedures to be followed are:
 - An investigation of the reported incident or activity shall be made within ten (10) school days when school is in session or within fifteen (15) days during which the school offices are open for business when school is not in session. Extension of the timeline may only be by necessity as determined by the Superintendent.
 - The investigator shall meet with the person who reported the incident at or before the end of the time period and shall discuss the investigation and conclusions. Confidentiality of records and student information related to disciplinary actions, if any taken, shall be observed in the process of meeting with the person who reported the incident.

- The investigator shall prepare a written report of the findings and a copy of the report shall be provided to the Superintendent.
- All violations of this policy shall be treated in accord with the appropriate procedures and penalties provided for in school policies related to the conduct and discipline of students, staff, and others.

Student Violence, Harassment, Intimidation, and Bullying

Policy JICK—The Governing Board believes it is the right of every student to be educated in a positive, safe, caring, and respectful learning environment. The Board further believes a school environment inclusive of these traits maximizes student achievement, fosters student personal growth, and helps students build a sense of community that promotes positive participation as citizens in society. To assist in achieving a school environment based on the beliefs on the Governing Board, bullying in any form will not be tolerated.

Bullying may occur when a student or group of students engages in any form of behavior that includes such acts as intimidation and/or harassment that has the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm or damage to property, is sufficiently severe, persistent or pervasive that the action, behavior, or threat creates an intimidating, threatening, or abusive environment in the form of physical or emotional harm, occurs when there is a real or perceived imbalance of power or strength, or may constitute a violation of law. Bullying of a student or group of students can be manifested through written, verbal, physical or emotional means and may occur in a variety of forms including, but not limited to: verbal, written/printed or graphic exposure to derogatory comments, extortion, exploitation, name calling, or rumor spreading either directly through another person or group or through cyberbullying, exposure to social exclusion or ostracism, physical contact including but not limited to pushing, hitting, kicking, shoving or spitting, and damage to or theft of personal property.

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

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

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

Prohibitions and Discipline

Students are prohibited from bullying on school grounds, school property, school buses, at school bus stops, at school sponsored events and activities, and through the use of electronic technology or electronic communication equipment on school computers, networks, forums or mailing lists. Disciplinary action may result for bullying which occurs outside of the school and the school day when such bullying results in

substantial physical, mental, or emotional negative effect on the victim while on school grounds, school property, school buses, at school bus stops, or at school sponsored events and activities, or when such act(s) interfere with the authority of the school system to maintain order. All suspected violations of law will be reported to local law enforcement.

Reporting Incidents of Harassment, Intimidation or Bullying

Students who believe they are experiencing being harassed, intimidated, or bullied, or suspects another student is experiencing bullying, is to report the situation to the school administrator, another school employee, or Safe Hotline. School personnel shall maintain confidentiality of the reported information but notify the parent or guardian of the student if the student is the target of harassment, threatening or intimidating behavior. Reprisal by any student or staff member directed towards a student or employee related to the reporting of a case of bullying or a suspected case of bullying shall not be tolerated, and the individual(s) will be subject to the disciplines set out in applicable District policies and administrative regulations. Students found to be harassing, intimidating, or bullying others will be disciplined up to and including suspension or expulsion from school.

Knowingly submitting a false report under this policy shall subject the student to discipline up to and including suspension. Where disciplinary action is necessary pursuant to any part of this policy, relevant District policies shall be followed. Law enforcement authorities shall be notified any time District officials have a reasonable belief that an incidence of bullying has occurred as it is a violation of the law.

Video Surveillance

The District utilizes security cameras in each of its high schools and junior high schools for the protection of its students, staff, visitors and property. The cameras may be in a school's common areas, hallways, building entrances/exits, and parking lots and may capture student conduct in those areas. Cameras are not located in traditionally private settings, such as bathrooms and locker rooms. Access to video recordings is limited to school administration for responding to and investigating safety and security concerns on campus, although they may be shared with law enforcement upon request or as may be required by law. Students shown on camera violating District Policy or the Code of Conduct may be assigned the consequence(s) as may be applicable.

Searches and Police Involvement

A student's right to privacy and unreasonable search and seizure must be balanced with the school's ultimate responsibility to protect the health, safety and welfare of all students and staff.

Administrators may search students or property, including but not limited to, student desks, lockers, backpacks, purses or other personal belongings and vehicles when reasonable suspicion exists that the search will find evidence that a school violation has occurred or a law has been broken.

All searches shall comply with state and federal law. Pursuant to *Safford Unified School District No.1 v Redding*, 557 U.S. 364 (2009); *New Jersey v T.L.O.*, 469 US 325 (1985), the nature and scope of the search shall be reasonably related to the purpose of the search. Administrators may search a student without the presence of a parent or guardian. All searches will be conducted in the presence of at least one witness unless there is a

threat of imminent harm, such as the brandishing of a weapon, in which case the search may be conducted immediately to address and mitigate the threat of harm. Disrobing of a student is overly intrusive for purposes of most student searches and is improper without express concurrence from School District legal counsel. Disrobing does not include asking a student to remove a layer of clothing, such as a jacket or sweater, when the student would still be fully clothed, or asking the student to turn out pockets, asking the student to show the inside of a pants' waistband, or asking the student to lift pant legs to show the ankle(s), or such similar actions.

Reasonable and appropriate physical force may be used upon a student, but only to the extent reasonably necessary and appropriate to protect the student, other students, District personnel or District property, or one's self. Physical force will not be used in response to verbal provocation alone.

Through a partnership with the Town of Queen Creek and The City of Mesa, School Resource Officers (SROs) are present on High School campuses. Officers from the Maricopa County Sheriff's Office (MCSO) and the City of Mesa also respond to Middle Schools and Elementary Schools as needed. Law Enforcement Officers may, at times, need to speak with students.

- When parents are being investigated for suspected child abuse or other criminal activity, we cannot notify the parents.
- When students are being investigated for something unrelated to the school, the parents will be contacted by Law Enforcement Officer.
- When the school has called the police for a suspected crime committed by a student in relationship to the school, we will allow the Law Enforcement Officer to speak with the student unless the student refuses to be interviewed or requests to have a parent present.
- If Law Enforcement takes a student into custody, the school must comply. We will notify the parent unless directed otherwise.

Technology Acceptable Use Policy

The district provides student access to technology devices and internet service for educational purposes. Students have the opportunity to use technology to help them prepare to work, live and contribute to our connected society. QCUUSD encourages students to use technology to:

- Facilitate creativity and innovation
- Support collaboration
- Support communication
- Understand technology operations and concepts
- Seek knowledge and extend research
- Publish creative content
- Increase technology literacy

Technology Devices & Internet Use

Students are discouraged from bringing personal electronic devices to school (e.g., cell phones, Smart watches, iPods, MP3 players, tablets, cameras, digital recording devices, electronic games, etc.). The use of cell phones during the school day is prohibited without specific permission given by a staff member. Unless being used for acceptable educational purposes, all devices must be turned off and out of sight.

The district makes reasonable efforts to manage appropriate use of the internet. Our efforts include the use of a content filter on district-provided internet access and guided supervision, in compliance with the federal Child Internet Protection Act.

Acceptable Uses

The same rules and expectations that govern student conduct and communication apply to student use of technology and the internet. Students must follow network etiquette rules, district policy, and school rules during school and school-related activities. Refer to the Student Acceptable Use Policy and district policies: Policy IJNDB and Regulation IJNDB-R for further details.

Prohibited Uses

Students are responsible for any misuse of school or personal devices, internet access, electronic files, passwords and accounts. The following are explicitly forbidden at all times while using any QCUSD device, when using any device on a QCUSD campus, while representing QCUSD in any capacity, and/or when attending or participating in a QCUSD event. Engaging in the following activities will be subject to disciplinary action.

- Accessing, sending, or distributing materials not in compliance with the Acceptable Use Policy. This includes all materials that may be deemed offensive, threatening, pornographic, obscene, or sexually explicit.
- Engaging in activities characterized as illegal.
- Engaging in activities in violation of copyright laws.
- Sharing password or log in credentials.
- Taking inappropriate, illicit, or sexually explicit photographs or videos.
- Using devices with the intent and/or result of embarrassing or maligning anyone.
- Taking photos of or recording anyone without their express (and if necessary, written) permission.
- Using any recording devices in areas assumed to be private, regardless of intent.
- Hacking which includes malicious use of the QCUSD network or property to develop programs or infiltrate a computer or computer systems and/or damage network or device components.
- Attempting to gain unauthorized access to any wireless network, school owned device, or account.

Failure to comply may result in loss of internet-access, device privileges or other disciplinary actions.

Email Accounts

Email accounts will be made available to all QCUSD students while they are enrolled. Queen Creek Unified School District provides your child internet access and G Suite (Google) for Education Core and Additional Services to support learning. Teachers provide guidance and direction on the appropriate use of the internet and G Suite for Education. In accordance with the federal Children's Internet Protection Act, the district uses filters to block access to Web content that is inappropriate. District internet is accessible at school; G Suite for Education services are accessible at school and home. Monitoring student use of technology while at home is the responsibility of the parent.

Student Email Access

Elementary students will be given email accounts to log into their Google for Education accounts. Students in grades K-8th grade students will ONLY be able to email within the district QCUSD email domain. High School students will be able to use their QCUSD e-mail account to email within and outside of the QCUSD email domain.

Privacy & Right of Inspection

The district retains control and custody of all computers and other devices, accounts, networks and internet services owned or leased by the school. We reserve the right to monitor the contents of the network files, email, computers, internet, and mobile devices used by QCUSD students. Random audits of all resources will occur and should be expected by all users. Detailed examination of resources will occur when there is reason to suspect an activity or material that violates any of the school's Family Handbook or the law.

Violations / Consequences

Potential Aggravating Factors Involved

- The severity of the actual result of the conduct.
- 2. The potential and actual jeopardy to the members of the educational community and their property resulting from the misconduct.
- 3. The extent of the disruption or potential disruption to the educational environment.
- 4. The attitudes of the student and parent concerning the misconduct and potential disciplinary consequences.
- 5. The repetition of incidents of misconduct either with or without disciplinary intervention between the separate incidents.
- 6. The apparent or expressed motivation of the student.
- 7. Whether the student's behavior violated civil or criminal laws.

Potential Mitigating Factors

- The age of the student.
- The ability of the student to understand that the conduct was prohibited.
- The ability of the student to understand the potential risk of the misconduct to the health and/or safety of others and their property.
- The ability of the student to understand the potential of the disruption to the institution.
- The ability of the student to understand the potential for disciplinary consequences.
- The apparent or expressed motivation of the student.
- Reasonableness of use of physical force in self-defense, defense of others, and defense of property.
- Frequency, type and magnitude of previous misbehaviors by the student.
- Special intellectual, psychological, emotional, environmental or physical characteristics of the student.

Depending on the individual circumstances of each violation, the factors listed above as typically mitigating circumstances may be applied as aggravating circumstances and vice versa.

Violation	Aggravated Assault (Police Involvement)	
Definition	Assault accompanied by circumstance that make the situation severe, such as the use of a deadly weapon or dangerous instrument; causing serious physical injury; committing the assault knowing or having reason to know that the victim is a school staff member engaged in their duties	
	First Offense	
Consequences	Minimum	Maximum
K-6	Parent conference 5-9 day OSS	Expulsion
7-8	Parent conference 5-9 day OSS	Expulsion
9-12	Parent conference 5-9 day OSS	Expulsion
	Subsequent Offenses	

Consequences	Minimum	Maximum
K-6	Long term suspension Hearing/Alternate placement	Expulsion
7-8	Long term suspension Hearing/Alternate placement	Expulsion
9-12	Long term suspension Hearing/Alternate placement	Expulsion

Violation	Alcohol (Possible Police Involvement)	
Definition	The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of intoxicating alcoholic beverages or substances represented as alcohol. This includes being intoxicated at school, school-sponsored events and on school-sponsored transportation.	
	First Offense	
Consequences	Minimum	Maximum
K-6	Confiscate materials 1-3 days of suspension	4-10 Days of Suspension
7-8	Confiscate materials 5-10 day suspension	Confiscate materials Long-term suspension Hearing/Alternative placement
9-12	Confiscate materials 5-10 day suspension	Confiscate materials Long-term suspension Hearing/Alternative placement
	Subsequent Offenses	
Consequences	Minimum	Maximum
K-6	Confiscate materials 1-3 days of suspension	4-10 Days of Suspension
7-8	Long-term suspension Hearing/Alternative placement	Expulsion
9-12	Long-term suspension Hearing/Alternative placement	Expulsion

Violation	Arson (Police Involvement)	
Definition	A person commits arson of a structure or property by knowingly and unlawfully damaging a structure or property by knowingly causing a fire or explosion	
	First Offense	
Consequences	Minimum	Maximum
K-6	Parent conference 5-9 day OSS	Long term suspension Restitution Expulsion
7-8	10 day suspension Restitution	Long term suspension Hearing/Alternative placement Restitution/Expulsion
9-12	10 day suspension Restitution	Long term suspension Hearing/Alternative placement

		Restitution/Expulsion
	Subsequent Offenses	
Consequences	Minimum	Maximum
K-6	Parent conference 5-9 day suspension	Long term suspension Restitution Expulsion
7-8	Long term suspension Hearing/Alternative placement Restitution	Expulsion
9-12	Long term suspension Hearing/Alternative placement Restitution	Expulsion

Violation	Assault (Possible Police Involvement)	
Definition	An intentional and unprovoked physical attack; intentional physical contact with another person intended to injure, provoke or insult.	
	First Offense	
Consequences	Minimum	Maximum
K-6	Parent conference 5-10 day suspension	Expulsion
7-8	Parent conference 5-10 day suspension	Expulsion
9-12	Parent conference 5-10 day suspension	Expulsion
	Subsequent Offenses	
Consequences	Minimum	Maximum
K-6	Long term suspension Hearing/Alternate placement	Expulsion
7-8	Long term suspension Hearing/Alternate placement	Expulsion
9-12	Long term suspension Hearing/Alternate placement	Expulsion

Violation	Bullying (Possible Police Involvement)	
Definition	Bullying is repeated acts over time that involve a real or perceived imbalance of power with the more powerful child or group attacking those who are less powerful. Bullying can be physical in form (e.g., pushing, hitting, kicking, spitting, stealing); verbal (e.g., making threats, taunting, teasing, name-calling); or psychological (e.g., social exclusion, spreading rumors, manipulating social relationships).	
	First Offense	
Consequences	Minimum	Maximum
K-6	Conference	3-5 days suspension
7-8	Conference	10 day suspension

9-12	Conference	10 day suspension Hearing/Alternative placement
Subsequent Offenses		
Consequences	Minimum	Maximum
K-6	1 day suspension	3-9 days suspension
7-8	10 day suspension	Long term suspension Expulsion
9-12	10 day suspension Hearing/Alternative placement	Long term suspension Expulsion

Violation	Cheating, Academic Misconduct, Plagiarism	
Definition	Cheating – to deprive of something valuable by use of deceit or fraud; to influence or lead by deceit, trick, or artifice. Plagiarism – To steal and pass off the ideas or words of another as one’s own.	
First Offense		
Consequences	Minimum	Maximum
K-6	Verbal warning/Parent contact Possible loss of credit	1-2 days suspension Possible loss of credit
7-8	Teacher intervention conference Zero on assignment Community service Detention	Zero on assignment 1-3 days suspension Removal from class
9-12	Teacher intervention conference Zero on assignment Community service Detention	Zero on assignment 1-3 days suspension Removal from class
Subsequent Offenses		
Consequences	Minimum	Maximum
K-6	Verbal warning Parent contact Possible loss of credit	1-2 days suspension Possible loss of credit
7-8	Zero on assignment Suspension	Long term suspension Expulsion
9-12	Zero on assignment Suspension	Long term suspension Hearing/Alternate placement Expulsion

Violation	Dangerous Instrument (Possible Police Involvement)	
Definition	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	
First Offense		
Consequences	Minimum	Maximum
K-6	Confiscate Conference	1-3 days suspension
7-8	Confiscate	Long term suspension

	3-5 days suspension	
9-12	Confiscate 3-5 days suspension	Long term suspension
Subsequent Offenses		
Consequences	Minimum	Maximum
K-6	3-5 days suspension	Long term suspension Expulsion
7-8	Long term suspension	Expulsion
9-12	Long term suspension	Expulsion

Violation	Defiance of Authority/Abuse of Staff (Possible Police Involvement)	
Definition	Student engages in refusal to follow directions, talks back, or delivers socially rude interactions	
First Offense		
Consequences	Minimum	Maximum
K-6	Conference	1-3 days suspension
7-8	Conference 1-5 days suspension	1-3 days suspension
9-12	Conference 1-5 days suspension	10 day suspension Hearing/Alternate placement
Subsequent Offenses		
Consequences	Minimum	Maximum
K-6	10 day suspension	Long term suspension Expulsion
7-8	1-10 day suspension	Long term suspension Expulsion
9-12	1-10 day suspension	Long term suspension Expulsion Hearing/Alternate Placement

Violation	Destruction of Property, Vandalism (Possible Police Involvement)	
Definition	Willful destruction or defacement of school or personal property; tampering with property of another person so as substantially to impair its function or value; drawing or inscribing a message, slogan, sign or symbol that is made on any public or private building, structure or surface, except the ground, and that is made without permission of the owner	
First Offense		
Consequences	Minimum	Maximum
K-6	Restitution Detention	Restitution 1-5 days suspension
7-8	Community service Detention	Long term suspension Restitution

	Restitution	
9-12	Community service Detention Restitution	Long term suspension Restitution
Subsequent Offenses		
Consequences	Minimum	Maximum
K-6	Restitution 1-2 days suspension	Restitution 1-5 days suspension
7-8	Suspension Restitution	Restitution Expulsion
9-12	Long term suspension Restitution	Restitution Expulsion

Violation	Dishonesty, Lying	
Definition	To make an untrue statement with intent to deceive; to create a false or misleading impression.	
First Offense		
Consequences	Minimum	Maximum
K-6	Conference	Suspension
7-8	Conference	Suspension
9-12	Conference	Suspension
Subsequent Offenses		
Consequences	Minimum	Maximum
K-6	Conference Suspension	Long term suspension Expulsion
7-8	Conference Suspension	Long term suspension Expulsion
9-12	Conference Suspension	Long term suspension Hearing/Alternative placement Expulsion

Violation	Disruption	
Definition	Any behavior that interferes or disrupts the educational environment	
First Offense		
Consequences	Minimum	Maximum
K-6	Conference Detention	Suspension
7-8	Conference Detention	Suspension
9-12	Conference Detention	Suspension

	Subsequent Offenses	
Consequences	Minimum	Maximum
K-6	1 day suspension	Expulsion Long Term Suspension
7-8	Conference Suspension	Expulsion Long Term Suspension
9-12	Conference Suspension	Expulsion Long Term Suspension

Violation	Disruption of Educational Setting (Possible Police Involvement)	
Definition	An act which substantially disrupts the orderly conduct of a school function or behavior which substantially disrupts the orderly school environment.	
	First Offense	
Consequences	Minimum	Maximum
K-6	Verbal Warning Detention	3-5 days suspension
7-8	Conference Community Service Detention	Removal from class Long term suspension
9-12	Conference Community Service Detention	Removal from class Long term suspension
	Subsequent Offenses	
Consequences	Minimum	Maximum
K-6	Verbal Warning Detention	3-5 days suspension
7-8	Long term suspension	Long term suspension Expulsion
9-12	Long term suspension Hearing/Alternate placement	Long term suspension Expulsion

Violation	Drug Violation (Possible Police Involvement)	
Definition	The unlawful use, cultivation, manufacture, distribution, sale, purchase, possession, transportation or importation of any controlled drug or narcotic substance or equipment/paraphernalia and devices used for preparing or taking drugs or narcotics. Includes being under the influence of drugs at school, school-sponsored events and on school-sponsored transportation. Category includes over-the-counter medications if abused by the student. This category does not include tobacco or alcohol.	
	First Offense	
Consequences	Minimum	Maximum
K-6	Parent Conference 1-3 days of suspension	4-10 Days of Suspension
7-8	Confiscate materials 5-10 day suspension	Confiscate materials Long-term suspension Hearing/Alternative placement

9-12	Confiscate materials 5-10 day suspension	Confiscate materials Long-term suspension Hearing/Alternative placement
Subsequent Offenses		
Consequences	Minimum	Maximum
K-6	Parent Conference 1-3 days of suspension	4-10 Days of Suspension
7-8	Long-term suspension Hearing/Alternative placement	Expulsion
9-12	Long-term suspension Hearing/Alternative placement	Expulsion

Violation	Electronic Devices	
Definition	Devices which interfere with the orderly operation of the school setting such as cell phones, electronic games, iPods, etc. Electronic devices are not permitted for use during class time without instructor permission.	
First Offense		
Consequences	Minimum	Maximum
K-6	Conference Put Away Confiscated	Suspension
7-8	Conference Put Away Confiscated	Suspension
9-12	Conference Put Away Confiscated	Suspension
Subsequent Offenses		
Consequences	Minimum	Maximum
K-6	Confiscated	Suspension
7-8	Confiscated	Suspension
9-12	Confiscated	Suspension

Violation	Explosive Devices/Bomb Threats/Fire Alarm Misuse (Police Involvement)	
Definition	Threatening to or causing harm using a bomb, dynamite, explosive, or arson-causing device/Intentionally ringing fire alarm when there is no fire	
First Offense		
Consequences	Minimum	Maximum
K-6	Conference	Suspension

		Long-term suspension
7-8	Suspension	Long-term suspension
9-12	Suspension	Long-term suspension Hearing/Alternative placement
Subsequent Offenses		
Consequences	Minimum	Maximum
K-6	Long-term suspension	Long-term suspension
7-8	Long-term suspension	Long-term suspension
9-12	Long-term suspension	Long-term suspension Hearing/Alternative placement

Violation	Extortion	
Definition	<p>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:</p> <ol style="list-style-type: none"> 1. Cause physical injury to anyone by means of a deadly weapon or dangerous instrument 2. Cause physical injury to anyone 3. Cause damage to property 4. Engage in other conduct constituting an offense 5. 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 6. Accuse anyone of a crime or bring criminal charges against anyone 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 	
First Offense		
Consequences	Minimum	Maximum
K-6	Conference Restitution	Suspension Restitution
7-8	Conference Restitution	Suspension Restitution
9-12	Conference Restitution	Suspension Restitution
Subsequent Offenses		
Consequences	Minimum	Maximum
K-6	Suspension	Long-term suspension
7-8	10 day suspension	Long-term suspension
9-12	10 day suspension Hearing/Alternative placement	Long-term suspension Hearing/Alternative placement

Violation	Fighting (Possible Police Involvement)	
Definition	Mutual participation in an incident involving physical violence, where there is no major injury (verbal confrontation alone does not constitute fighting)	
	First Offense	
Consequences	Minimum	Maximum
K-6	1-3 days suspension	5-9 days suspension
7-8	5-10 day suspension	Long term suspension
9-12	5-10 day suspension	Long term suspension Hearing/Alternative placement
	Subsequent Offenses	
Consequences	Minimum	Maximum
K-6	1-3 days suspension	5-9 days suspension
7-8	Long term suspension	Expulsion
9-12	Long term suspension Hearing/Alternative placement	Expulsion

Violation	Forgery (Possible Police Involvement)	
Definition	Falsely and fraudulently making or altering a document	
	First Offense	
Consequences	Minimum	Maximum
K-6	Verbal warning Parent contact	1-3 days suspension
7-8	Conference Parent contact	1-3 days suspension
9-12	Conference Parent contact	1-3 days suspension
	Subsequent Offenses	
Consequences	Minimum	Maximum
K-6	Verbal warning Parent contact	Suspension
7-8	Suspension	Suspension
9-12	Suspension	Expulsion

Violation	Gambling (Possible Police Involvement)	
Definition	To play games of chance for money or to bet a sum of money	
	First Offense	
Consequences	Minimum	Maximum
K-6	Conference	1-3 days suspension
7-8	Conference	1-3 days suspension

9-12	Conference	1-3 days suspension
Subsequent Offenses		
Consequences	Minimum	Maximum
K-6	Suspension	10 day suspension
7-8	Suspension	10 day suspension
9-12	Suspension	10 day suspension

Violation	Harassment	
Definition	Mistreatment based upon, but not limited to, color, race, creed, national origin, age, gender, religion, disability, or sexual preference	
First Offense		
Consequences	Minimum	Maximum
K-6	Verbal warning Conference	1-3 day suspension
7-8	Conference Suspension	10 day suspension
9-12	Conference Suspension	10 day suspension
Subsequent Offenses		
Consequences	Minimum	Maximum
K-6	Verbal warning 1-3 day suspension	Parent conference 1-5 day suspension
7-8	10 day suspension	Long term suspension Expulsion
9-12	10 day suspension	Long term suspension Expulsion

Violation	Hazing (Police Involvement)	
Definition	Any intentional, knowing or reckless act committed by a student, whether individually or in concert with other persons, against another student, in which both of the following apply: <ul style="list-style-type: none"> a. 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 b. The act contributes to a substantial risk of potential physical injury, mental harm or degradation or causes physical injury, mental harm or personal degradation 	
First Offense		
Consequences	Minimum	Maximum

K-6	Conference	10 day suspension
7-8	Conference	10 day suspension Hearing/Alternative placement
9-12	Conference	10 day suspension Hearing/Alternative placement
Subsequent Offenses		
Consequences	Minimum	Maximum
K-6	10 day suspension	Long term suspension Expulsion
7-8	10 day suspension	Long term suspension Expulsion
9-12	10 day suspension	Long term suspension Expulsion

Violation	Identification Violation	
Definition	Refusing to show or wear an identification card and/or give your correct name when requested by school personnel, or using another person's name or identity.	
First Offense		
Consequences	Minimum	Maximum
K-6	N/A	N/A
7-8	Parent contact Purchase new ID	Parent contact Purchase new ID
9-12	Parent contact Purchase new ID	Suspension
Subsequent Offenses		
Consequences	Minimum	Maximum
K-6	N/A	N/A
7-8	Parent contact Purchase new ID	Suspension
9-12	Parent contact Purchase new ID	Suspension

Violation	Indecent Exposure (Possible Police Involvement)	
Definition	A person commits indecent exposure if he or she exposes his or her genitals or anus or she exposes the areola or nipple of her breast or breasts as a reasonable person, would be offended or alarmed by the act.	
First Offense		
Consequences	Minimum	Maximum
K-6	Conference	Suspension
7-8	Conference Suspension	Suspension

9-12	Conference Suspension	Suspension
Subsequent Offenses		
Consequences	Minimum	Maximum
K-6	Conference	Long term suspension Expulsion
7-8	Suspension	Long term suspension Expulsion
9-12	Suspension	Long term suspension Expulsion

Violation	Intimidation	
Definition	When a person indicates by word or conduct the intent to cause a physical injury or serious damage to a person or their property	
First Offense		
Consequences	Minimum	Maximum
K-6	Conference	10 day suspension
7-8	Conference 1-3 days suspension	10 day suspension
9-12	Conference 1-3 days suspension	10 day suspension
Subsequent Offenses		
Consequences	Minimum	Maximum
K-6	10 day suspension	Long term suspension Expulsion
7-8	10 day suspension	Long term suspension Expulsion
9-12	10 day suspension	Long term suspension Expulsion

Violation	Leaving Campus Without Permission (Possible Police Involvement)	
Definition	Leaving school grounds or being in an “out-of-bounds” area during regular school hours without permission of the principal designee. Students who leave without permission create a serious legal liability problem for the district.	
First Offense		
Consequences	Minimum	Maximum
K-6	Conference	Suspension
7-8	Conference	Suspension
9-12	Conference	Suspension
Subsequent Offenses		
Consequences	Minimum	Maximum

K-6	Conference	Suspension
7-8	Suspension	Suspension
9-12	Suspension Saturday School	Suspension

Violation	Minor Aggressive Act	
Definition	Student engages in non-serious but inappropriate physical contact, i.e., hitting, poking, pulling or pushing. Other behaviors that may be considered under this violation are running in the building, hallways, or corridors, pulling a chair out from underneath another person, or other behaviors that demonstrate low level hostile behaviors	
	First Offense	
Consequences	Minimum	Maximum
K-6	Conference	1-3 days suspension
7-8	Conference	1-3 days suspension
9-12	Conference	1-3 days suspension
	Subsequent Offenses	
Consequences	Minimum	Maximum
K-6	Suspension	10 day suspension
7-8	Suspension	10 day suspension
9-12	Suspension	10 day suspension

Violation	Misuse of Technology	
Definition	Failure to use hardware, software, electronic devices, web pages and networks for the intended educational use or in a manner that causes disruption at a campus or any district facility, including proxy use	
	First Offense	
Consequences	Minimum	Maximum
K-6	Parent contact	2-5 days suspension Removal of access
7-8	Conference	Suspension Removal of access
9-12	Conference	Removal of access Suspension
	Subsequent Offenses	
Consequences	Minimum	Maximum
K-6	Parent contact 1-2 week suspension from computers	2-5 days suspension Removal of access

7-8	Parent contact 1-2 week suspension from computers	10 day suspension Removal of access
9-12	2-5 days suspension Removal of access	10 day suspension Removal of access

Violation	Negative Group Affiliation (Possible Police Involvement)	
Definition	Specific attitudes and actions of a student affiliated with a negative group typically include most of the following: May or may not have a recognized leader; do most things together, especially socially; stick together on issues; act bored, disinterested, or imposed upon by teacher ideas, suggestions, or requirements; involved themselves in each other's problems, therefore, perpetuate each other's problems; claim loyalty and righteousness if reprimanded; likely to confront authority as a group when one member has been disciplined; usually uncooperative and possibly hostile; as a group, likely to be either very good or very poor students; conduct themselves as though no other individuals exist in the school, including other students; not objective (turn-off to everything, sometimes without knowing what they are doing)	
	First Offense	
Consequences	Minimum	Maximum
K-6	Conference	Expulsion
7-8	Conference	Expulsion
9-12	Conference	Expulsion
	Subsequent Offenses	
Consequences	Minimum	Maximum
K-6	10 day suspension	Expulsion
7-8	10 day suspension	Expulsion
9-12	10 day suspension Hearing/Alternative placement	Expulsion

Violation	Pornography (Possible Police Involvement)	
Definition	Pornography is the sexually explicit depiction of persons, in words or images, created with the primary, proximate aim, and reasonable hope, of eliciting significant sexual arousal on the part of the consumer of such materials	
	First Offense	
Consequences	Minimum	Maximum
K-6	Conference	10 day suspension
7-8	Conference 1-3 days suspension	10 day suspension
9-12	Conference 1-3 days suspension	10 day suspension

	Subsequent Offenses	
Consequences	Minimum	Maximum
K-6	10 day suspension	Long term suspension Expulsion
7-8	10 day suspension	Long term suspension Expulsion
9-12	10 day suspension	Long term suspension Expulsion

Violation	Profanity	
Definition	Student delivers verbal messages that include swearing, name calling, or use of words in an inappropriate way	
	First Offense	
Consequences	Minimum	Maximum
K-6	Verbal warning Parent contact Detention	1-3 days suspension
7-8	Conference 1-3 day suspension	10 day suspension
9-12	Conference 1-3 day suspension	10 day suspension
	Subsequent Offenses	
Consequences	Minimum	Maximum
K-6	Conference 3 day suspension	10 day suspension
7-8	Conference 3 day suspension	10 day suspension
9-12	Conference 3 day suspension	10 day suspension

Violation	Public Display of Affection	
Definition	Holding hands, kissing, sexual touching, or other displays of affection in violation of school policy	
	First Offense	
Consequences	Minimum	Maximum
K-6	Conference Verbal warning	Suspension
7-8	Conference Verbal warning	Suspension
9-12	Conference Verbal warning	Suspension
	Subsequent Offenses	
Consequences	Minimum	Maximum
K-6	Conference	Suspension

7-8	Suspension	Suspension
9-12	Suspension	Suspension

Violation	Sexual Abuse (Possible Police involvement)	
Definition	A person commits sexual abuse by intentionally or knowingly engaging in sexual contact with any person fifteen or more years of age without consent of that person or with any person who is under fifteen years of age if the sexual contact involves only the female breast	
	First Offense	
Consequences	Minimum	Maximum
K-6	10 day suspension	Long term suspension
7-8	10 day suspension	Long term suspension
9-12	10 day suspension	Long term suspension Hearing/Alternative Placement
	Subsequent Offenses	
Consequences	Minimum	Maximum
K-6	Long term suspension	Long term suspension Expulsion
7-8	Long term suspension	Long term suspension Expulsion
9-12	Long term suspension Hearing/Alternative Placement	Long term suspension Expulsion

Violation	Sexual Harassment (Police involvement)	
Definition	Sexual harassment is unwelcome conduct of a sexual nature that denies or limits a student's ability to participate in or to receive benefits, services, or opportunities in the school's program. It can include unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature. Relevant factors in determining whether behavior rises to the level of sexual harassment include: The degree to which the conduct affected one or more students' education, type, frequency and duration of the conduct, identity of and relationship between the alleged harasser and the subject or subjects of the harassment, the number of individuals involved, the age and sex of the alleged harasser and the subject or subjects of the harassment, the size of the school, location of the incidents, and the context in which they occurred, and/or other incidents at the school.	
	First Offense	
Consequences	Minimum	Maximum
K-6	Conference	Suspension
7-8	Conference	Suspension

9-12	Conference	Suspension
Subsequent Offenses		
Consequences	Minimum	Maximum
K-6	Suspension	Suspension Expulsion
7-8	Suspension	Long term suspension Expulsion
9-12	Suspension	Long term suspension Expulsion
Violation	Simulated Weapons (Possible Police Involvement)	
Definition	An instrument displayed or represented as a weapon, including toys that resemble weapons	
First Offense		
Consequences	Minimum	Maximum
K-6	Conference	1-3 days suspension
7-8	Conference 1-5 days suspension	10 day suspension
9-12	Conference 1-5 days suspension	10 day suspension
Subsequent Offenses		
Consequences	Minimum	Maximum
K-6	3-5 days suspension	Long term suspension
7-8	5-10 days suspension	Long term suspension Expulsion
9-12	5-10 days suspension	Long term suspension Expulsion

Violation	Theft (Possible Police Involvement)	
Definition	Taking or attempting to take money or property belonging to another person or the school with the intent to permanently deprive the victim of his or her possessions	
First Offense		
Consequences	Minimum	Maximum
K-6	Conference	10 day suspension Restitution
7-8	Conference Restitution	10 day suspension Restitution
9-12	Conference Restitution	10 day suspension Restitution Hearing/Alternate placement
Subsequent Offenses		
Consequences	Minimum	Maximum

K-6	10 day suspension Restitution	Expulsion
7-8	10 day suspension Restitution	Expulsion
9-12	10 day suspension Restitution Hearing/Alternate placement	Expulsion

Violation	Threat (Possible Police Involvement)	
Definition	Making statements (verbal or written) or demonstrating actions that may cause physical or emotional fear/anxiety	
	First Offense	
Consequences	Minimum	Maximum
K-6	Conference	Suspension
7-8	Suspension Threat assessment	Suspension Hearing/Alternate placement
9-12	Suspension Threat assessment	Long term suspension Hearing/Alternate placement
	Subsequent Offenses	
Consequences	Minimum	Maximum
K-6	Suspension	Long term suspension Restitution
7-8	Long term suspension Restitution	Expulsion
9-12	Long term suspension Hearing/Alternate placement Restitution	Expulsion

Violation	Tobacco/Smoking/Vaping/Possession (Possible Police Involvement)	
Definition	The possession, use, distribution or sale of tobacco products (including vape and wax pens/paraphernalia) on school grounds, at school-sponsored events and on school-sponsored transportation.	
	First Offense	
Consequences	Minimum	Maximum
K-6	Parent Conference 1-3 days of suspension	4-10 Days of Suspension
7-8	Confiscate materials 5-10 day suspension	Confiscate materials Long-term suspension Hearing/Alternative placement
9-12	Confiscate materials 5-10 day suspension	Confiscate materials Long-term suspension Hearing/Alternative placement
	Subsequent Offenses	
Consequences	Minimum	Maximum

K-6	Parent Conference 1-3 days of suspension	4-10 Days of Suspension
7-8	Long-term suspension Hearing/Alternative placement	Expulsion
9-12	Long-term suspension Hearing/Alternative placement	Expulsion

Violation	Trespassing (Possible Police Involvement)	
Definition	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	
	First Offense	
Consequences	Minimum	Maximum
K-6	Conference Detention 1-5 days suspension	Suspension
7-8	Conference/warning	1-5 days suspension Trespassing letter
9-12	Conference/warning	1-5 days suspension Trespassing letter
	Subsequent Offenses	
Consequences	Minimum	Maximum
K-6	Suspension Trespassing letter	Long term suspension
7-8	Suspension Trespassing letter	Long term suspension
9-12	Suspension Trespassing letter	Long term suspension

Violation	Unexcused Absence/Truancy	
Definition	Unexcused absence for at least one class period during the school day or when a student is absent from school during the hours school is in session, unless excused pursuant to A.R.S. 15-802	
	First Offense	
Consequences	Minimum	Maximum
K-6	Detention Conference	Removal from class Suspension
7-8	Detention Conference	Removal from class Suspension
9-12	Detention Conference	Removal from class Suspension
	Subsequent Offenses	
Consequences	Minimum	Maximum
K-6	Detention	Long term suspension

	Suspension	Expulsion
7-8	Removal from class Suspension/CUTS Referral	Long term suspension Expulsion
9-12	Removal from class Suspension/CUTS Referral	Long term suspension Hearing/Alternative placement Expulsion/Potential loss of credit

Violation	Verbal Provocation	
Definition	Use of language or gestures that may incite another person or other people to fight	
	First Offense	
Consequences	Minimum	Maximum
K-6	Conference	10 day suspension
7-8	Conference	10 day suspension
9-12	Conference	10 day suspension
	Subsequent Offenses	
Consequences	Minimum	Maximum
K-6	Suspension	Long term suspension Expulsion
7-8	10 day suspension	Long term suspension Expulsion
9-12	10 day suspension	Long term suspension Expulsion

Violation	Weapons (Possible Police Involvement)	
Definition	Any object capable of inflicting bodily harm or intimidating another. Includes but is not limited to a bomb, firearm, gun, revolver, pistol, dagger, dirk, stiletto, knife, pocket knife opened by a mechanical device, iron bar, brass knuckles, chains, Billy clubs, Chinese stars, or any incendiary devices.	
	First Offense	
Consequences	Minimum	Maximum
K-6	Confiscated item Suspension	Long term suspension Expulsion
7-8	Suspension	Long term suspension Expulsion
9-12	10 day suspension	Long term suspension Expulsion
	Subsequent Offenses	
Consequences	Minimum	Maximum
K-6	Suspension	Expulsion
7-8	Long term suspension	Expulsion

9-12	Long term suspension Hearing/Alternate placement	Expulsion
------	---	-----------

Definitions of Possible Consequences

Terminology	Definition
<u>Conference</u>	The student meets with school officials. This meeting may also include the parent when necessary. The student shall be asked to correct the misbehavior. A conference could result in loss of privileges, detention, or work detail. This conference may be documented.
<u>Community Service</u>	Unpaid service for the benefit of the public.
<u>Detention</u>	Loss of personal time before, during, or after school.
<u>Restitution</u>	Payment to the appropriate authority for damage or loss of property.
<u>Mediation</u>	Students and/or school officials meet to confer/mediate. During this meeting, the student shall be asked to correct the misbehavior. This conference will be documented. Students may be asked to sign a “Zero Tolerance Contract.”
<u>Teacher Involvement</u>	Teachers shall be involved in the implementation and enforcement of the District’s disciplinary rules to the extent deemed necessary and appropriate school personnel and other individuals concerned. This conference will be documented.
<u>Parent Involvement</u>	The student’s parent is notified by telephone, personal contact, or written notification. A conference may be held with the student, the parent, and appropriate school personnel and other individuals concerned. This conference will be documented.
<u>In-School Suspension (I.S.S)</u>	The student is removed from the regular classroom setting and is assigned to an alternative location. The parent will be notified.
<u>Short-Term Suspension</u>	The student is removed from school for a period of ten (10) consecutive days or less. The school principal and/or designee may impose a short-term suspension. The student shall be afforded due process rights in accordance with District regulations. The student’s parent is notified and written notice that the student is subject to suspension is provided. A short-term suspension of ten (10) days or less is not subject to appeal. There may also be diversion as part of the suspension.
<u>Ten-Day Suspension with Referral to Hearing Officer/ Alternative Placement</u>	The student is removed from school for a period of ten (10) consecutive days and referred to a hearing officer. The student shall be afforded due process rights in accordance with District regulations. The hearing officer may impose the following consequences which include, but are not limited to, reassignment to an alternative education setting, long-term suspension, or referral to the Queen Creek Governing Board for expulsion hearing. The hearing officer’s decisions are not subject to appeal.

<u>Long-Term Suspension</u>	The hearing officer or the Queen Creek Governing Board may impose a suspension greater than ten (10) days and up to a calendar year or end of a semester break not to exceed 3 semesters. The student shall be afforded due process rights in accordance with District regulations. The student's parent is notified by letter. The long-term suspension can be appealed.
<u>Expulsion</u>	The student is denied the opportunity to attend any school in the District by the Governing Board. This decision is not subject to appeal.
<u>Diversion</u>	The student and guardian attend diversion class in lieu of out of school suspension days. Out of school suspension may be reduced/eliminated with attendance to diversion.

If immediate action is needed or this is an emergency, call the school office (during school hours) or 9-1-1 (after-hours).

In QCCUSD, we are all responsible for keeping our schools safe.

**Report weapons, drugs, violence
anonymously.**

Text or Call: 480-987-3130

Email: qcsafehotline@qccusd.org

EXCELLENCE THROUGH LEADERSHIP