

# CHANDLER EARLY COLLEGE

EST. 2008



2626 East Pecos Road  
Chandler, Arizona 85225  
(480) 224-3060

Shawn Mitchell	Administrator	224-3066
Audra Wolfe	Counselor	224-3065
Maria Avila	School Secretary/Registrar/Attendance	224-3060
Shery Paul	Math/Chemistry teacher	224-3061
Sharon Hickson	Social Studies/Electives	220-3062
Mark Dalton	English teacher	224-3063
Judi Varner	Paraprofessional	224-3064

## GOVERNING BOARD

Annette Auxier, President  
Karen Bredeson, Vice President  
Barb Mozden, Member  
Robert Rice, Member  
David Evans, Member

## SUPERINTENDENT

Camille Casteel, Ed. D.

## CHANDLER UNIFIED SCHOOL DISTRICT

1525 W. Frye Road  
Chandler, Arizona 85224  
(480) 812-7000  
[ww2.chandler.k12.az.us](http://ww2.chandler.k12.az.us)

Colors: Teal, Black, Grey  
Website: [www.cusd80.com/CEC](http://www.cusd80.com/CEC)

## Chandler Early College Daily Schedule for 2017-2018

School Hours Monday-Thursday 7:30 am – 4:00 pm and Friday 7:30 am – 11:45am

### Monday-Thursday

### Friday ONLY

<b>Period 1</b>	7:30-9:10	Break 9:10-9:15	<b>A-</b> Period 1/4 7:30 – 8:55	
<b>Period 2</b>	9:15-10:55	Break 10:55	<b>Break</b> 8:55-9:05	
<b>Lunch/Break</b>	10:55-11:20		<b>B-</b> Period 2/5 9:05 – 10:15	<b>*Presentation time</b>
<b>Period 3</b>	11:20-1:00	Break 1:00-1:05	<b>C-</b> Period 3 10:20 – 11:45	End of day
<b>Period 4</b>	1:05-2:45	2:45-2:50		
<b>Period 5</b>	2:50-4:00	End of Day		

### CEC Building and Office Hours

**Monday-Thursday      7:00 am to 3:30 pm**

**Friday                      7:00 am to 3:00 pm**

**2626 E. Pecos Road**

**Chandler, AZ 85225**

#### Office

Shawn Mitchell	Administrator	480-224-3066
Audra Wolfe	Counselor	480-224-3065
Maria Avila	Administrative Asst. /Registrar	480-224-3060
Judi Varner	Paraprofessional/Office Asst.	480-224-3067 Attendance Line

#### Teachers

Mark Dalton	English- Rm.103	480-224-3063
Sharon Hickson	Social Studies/Electives- Rm.102	480-224-3062
Shery Paul	Math/Science- Rm. 101	480-224-3061

PLEASE NOTE: During the break, students do not have time to visit the campus cafeteria. They may visit the campus snack bar, vending machines, or bring a snack. Please be aware that we do not have refrigerator space or microwave access for student snacks.

#### Attendance

Chandler Unified School District and Chandler Early College administration, faculty and staff encourage students to be at school on time everyday. **Student attendance closely matches student academic achievement. In fact, poor attendance and habitual tardiness are the top reasons that students are unsuccessful in concurrent enrollment programs.** The attendance policy is intended to involve parents and to provide for optimum academic performance. Administration **will** require medical documentation for excessive or habitual absences; **referral to another school program may result as well.**

#### A. Tardy To Class

- Students are expected to be seated in their classrooms ready to begin class work at 7:30 am and immediately after breaks and the lunch time period.
- A tardy is defined as “not being in an assigned seat at the minute”.
- Parents may call to excuse a tardy student up to 3 times per semester. For any further tardies, parents must sign in their student at the CEC front desk to excuse the tardy.

#### B. Absences

Absences can be defined as excused or unexcused.

##### 1. Excused Absences

- A parent or legal guardian must call the CEC office within 24 hours of the absence to officially excuse students from school or particular periods of time during the school day.
- When a parent brings or picks up a student before the end of their school day, he/she must be signed in/out at the CEC office.
- If a student needs to leave campus during school hours, he/she must go to attendance before school to get parent verification or call and have the front office verify contact and issue approval or relay denial.
- **No student will be permitted to leave campus without parent verification.**
- Students are responsible for making arrangements to make up time missed, as that impacts student progress here at CEC more than any other factor. **The natural and logical consequence of not making up time is that impact on academic achievement.**

Excused absences include, but are not limited to: individual illness or health conditions, serious illness in the immediate family (documentation required), religious holidays, death in the immediate family, school-sanctioned activities, and medical and dental appointments (documentation required).

2. **Unexcused absences** are considered truanancies. The parent is notified whenever a student is absent. Truanancies will be referred to administration. Work cannot be made-up for credit for unexcused absences.

#### C. Consequences for Absences

The following actions will be taken after 7 absences per semester and after 10 consecutive absences.

##### 1. Seven Absences

After 7 absences (excluding documented illness) per grading period, the student will be placed on an attendance contract if needed and/or a family meeting will take place. **The contract will stipulate the consequences of any further absences.**

##### 2. Ten Consecutive Absences

After 10 consecutive days of absences per semester, **the state requires schools to automatically withdraw the student. After 18 absences total, the student is automatically withdrawn.**

**Student attendance closely matches student academic achievement. In fact, poor attendance and habitual tardiness are the top reasons that students are unsuccessful in concurrent enrollment programs.**

### **Sign Out Policy**

Students are not permitted to leave school before the end of their scheduled day without permission; Chandler Early College is a closed campus. A parent/guardian/family member may call in for release, however, they must be on the emergency list to allow for approval. A parent/guardian/family member can go to the Chandler Early College Office and sign the student out of school. They must show picture ID in order to pick up a student. Anyone other than the parent/guardian/family member on campus to pick up a student must be listed on the emergency information paperwork provided at the start of the school year or entry to CEC.

### **Change of Address and Telephone Number**

It is very important that all students notify the CEC office immediately of any change of address or telephone number. The new address change form can be requested in the front office. An updated copy of your utility bill or lease agreement reflecting the new address will be required.

### **Cheating / Plagiarism**

Copying the work of another person and submitting it as your own, obtaining unauthorized or undocumented material from the Internet or other sources, or securing teacher materials or work in a dishonest or unauthorized way are all considered cheating. Allowing another student to copy your work is considered cheating. Cheating may be cause for removal from National Honor Society or any other leadership position held in the school. \*

**First Offense: A phone call to parents, a zero on the assignment.**

**Second Offense: The student will be dropped from the class.**

\*Additional consequences may be included in teacher syllabus.

### **Closed Campus**

Students: Students are to remain on campus from the time of arrival in the morning until after their schedule ends for the day. If a student is off-campus without permission (**including the parking lot**), this is an off-campus violation and may result in a suspension.

**Non-CUSD students:** For reasons of security, only those officially enrolled as students are permitted on campus during the school day. Parents and others wishing to conduct official business must report first to the CEC office. All others may be deemed as trespassers and are subject to arrest (ARS Title 13).

### **Counseling Services**

Students are urged to contact our counselor. Interview appointments can be made by filling out counseling request slips, found in the classrooms. The CEC counselor is here part-time.

### **Bathroom Passes/Clipboards**

Students are expected to remain in class during the entire instructional period. Leaving class should be an extremely rare occurrence. When a student receives permission from a teacher to leave the class, they must be sure to obtain a pass/clipboard from the teacher and be prepared to show this pass whenever requested by anyone

in authority. A student with no pass/clipboard will be considered to be out of class without permission. This may result in a disciplinary action.

### **Hats**

No hats of any kind shall be worn in the building. Hats are subject to confiscation if worn within the building.

### **Returned Check Policy - CUSD**

Checks are gladly accepted by CUSD. For any checks returned as unpaid to CUSD, the check writer's account may be electronically debited without further notice for the amount of the check, plus a \$25 returned check fee, as allowed by state law. Questions or issues regarding returned checks may be directed to CCM Enterprises at 1-888-423-8974.

### **Health Services**

Please see the Health Services department on the district website [www.mychandlerschools.org](http://www.mychandlerschools.org) for specific information on Forms required from parents and doctors, Medication Administration policy, Health Protocols for student illness, Immunizations, Hearing and Vision Screening programs, and information on specific health conditions for school.

### **Illness**

If students become ill and must go home, a parent must approve student release or sign out their student for the remainder of the school day.

### **Student Responsibilities**

1. Respecting the rights of others: Students have a right to an education without interference from others.
2. Attending school: Students have a responsibility to attend school daily and to be on time.
3. Completing work assignments: Students are responsible for completing all class work and homework on time.
4. Being prepared for class: Students have a responsibility to bring to class any necessary books and materials that may be required to actively participate in class assignments and/or activities.
5. Respecting public property: Students have a responsibility to respect and to protect all school property, materials and equipment.
6. Showing respect: Students have a responsibility to demonstrate respect for other students, faculty, staff, community members and themselves.
7. Obeying school rules: Students have a responsibility to know and to obey rules and regulations in order to provide a safe and positive learning environment.
8. Cooperate with School Staff: Students have a responsibility to cooperate with school staff, authorities, and peers.

### **Withdrawal from School**

The faculty and administration encourage all students to remain in school. Students who are having problems are advised to see the counselor, a teacher or principal for guidance. If a student is withdrawing, the following steps must be taken:

1. Parent request followed by parental written approval and parent conference.
2. Withdrawal form completed by CEC school secretary and home school registrar.
3. Return all forms and signatures to school secretary.
4. **No records can be transferred until all debts are paid and all books returned.**

## **Raising Expectations: Conduct on the Chandler-Gilbert Community College campus:**

**Representing both CEC and Chandler Unified School district, Chandler Early College students are held to high expectations while on both campuses. This is a college campus, and students are expected to exhibit maturity in both actions and words. Students should not engage in behaviors such as yelling, running, profanity, or rough-housing. In addition, students' attire should be within proper dress code expectations.**

### **CEC PARKING POLICY**

1. CEC student parking in the Chandler-Gilbert Community College parking lots is free. ☺
2. CEC students must register with CGCC (see below) and display student parking permits in the car window.
3. Students may park only in Student Parking.
4. Students must obey CGCC Parking
5. **Students must register their vehicle(s) with the Chandler-Gilbert Community College Public Safety Office by:**
  - a. Completing a CGCC Vehicle Registration Form which requires the following information: name, address, phone, car make, model, year, state, license plate number, and signature.
  - b. At the time of registration, students will be provided with the CGCC Parking Policies.
6. All accidents and vandalism should be reported immediately to the CGCC Public Safety Office.

*Any questions regarding payment and/or parking rules please contact the CGCC Public Safety Office at 480-732-7280.*

### **PROGRESS REPORTS**

CHANDLER UNIFIED WILL BE GOING PAPERLESS STARTING THE 2015-2016 SCHOOL YEAR. THIS MEANS THAT PROGRESS REPORTS AND REPORT CARDS CAN BE PRINTED FROM THE PORTAL. EACH PARENT IS ENCOURAGED TO ACTIVATE THEIR ACCOUNT AT THE START OF THE SCHOOL YEAR TO ASSURE THAT THEY ARE WELL INFORMED OF STUDENT PROGRESS. PARENT/GUARDIANS WILL WANT TO CONTACT THE CEC FRONT OFFICE TO RECEIVE THE ACCOUNT ACCESS NEEDED FOR REPORTS DESIRED. CEC'S PORTAL MANAGER, MRS. AVILA, CAN ASSIST FAMILIES THAT REQUIRE SET-UP ASSISTANCE OR HAVE FURTHER QUESTIONS. PORTAL ACCOUNTS WILL ALLOW PARENTS TO CHECK THEIR CHILD'S ACADEMIC PROGRESS AT ANY TIME DURING THE SCHOOL YEAR. PLEASE VISIT [HTTP://WWW.TINYURL.COM/CUSDPORTAL](http://www.tinyurl.com/cusdportal) TO SET-UP YOUR PARENT PORTAL ACCOUNT.

### **FINAL EXAMS**

STUDENTS MAY NOT TAKE SEMESTER FINAL EXAMS PRIOR TO THE TIME THEY ARE SCHEDULED. STUDENTS WHO ARE ABSENT DURING SEMESTER FINAL EXAMS WILL RECEIVE AN F FOR THE FINAL EXAM. IN ORDER FOR THE GRADE TO BE CHANGED, STUDENTS MUST TAKE THE FINAL WITHIN THE FIRST TWO WEEKS OF THE NEXT SEMESTER AS ARRANGED THROUGH ADMINISTRATION.

### **FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)**

#### **NOTICE FOR DIRECTORY INFORMATION**

THE *FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT* (FERPA), A FEDERAL LAW, REQUIRES THAT CHANDLER UNIFIED SCHOOL DISTRICT (CUSD), WITH CERTAIN EXCEPTIONS, OBTAIN YOUR WRITTEN CONSENT PRIOR TO THE DISCLOSURE OF PERSONALLY IDENTIFIABLE INFORMATION FROM YOUR CHILD'S EDUCATION RECORDS. HOWEVER, CUSD MAY DISCLOSE APPROPRIATELY DESIGNATED "DIRECTORY INFORMATION" WITHOUT WRITTEN CONSENT, UNLESS YOU HAVE ADVISED THE DISTRICT TO THE CONTRARY IN ACCORDANCE WITH DISTRICT PROCEDURES. THE PRIMARY PURPOSE OF DIRECTORY INFORMATION IS TO ALLOW CUSD TO INCLUDE THIS TYPE OF 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 OUTSIDE ORGANIZATIONS WITHOUT A PARENT’S PRIOR WRITTEN CONSENT. OUTSIDE ORGANIZATIONS INCLUDE, BUT ARE NOT 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* (ESEA) TO PROVIDE MILITARY RECRUITERS, UPON REQUEST, WITH THREE DIRECTORY INFORMATION CATEGORIES — 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. 1

IF YOU DO NOT WANT CUSD TO DISCLOSE DIRECTORY INFORMATION FROM YOUR CHILD’S EDUCATION RECORDS WITHOUT YOUR PRIOR WRITTEN CONSENT, YOU MUST NOTIFY THE DISTRICT IN WRITING WITHIN TWO WEEKS OF THE START OF SCHOOL. CUSD HAS DESIGNATED THE FOLLOWING INFORMATION AS DIRECTORY INFORMATION:

- |                          |                                  |
|--------------------------|----------------------------------|
| -STUDENT’S NAME          | -PARTICIPATION IN OFFICIALLY     |
| -PARENT/GUARDIAN’S NAME  | RECOGNIZED ACTIVITIES AND SPORTS |
| -SAIS/STUDENT ID NUMBER  | -WEIGHT AND HEIGHT OF MEMBERS OF |
| -ADDRESS                 | ATHLETIC TEAMS                   |
| -TELEPHONE LISTING       | -DEGREES, HONORS, AND AWARDS     |
| -ELECTRONIC MAIL ADDRESS | RECEIVED                         |
| -PHOTOGRAPH              | -THE MOST RECENT EDUCATIONAL     |
| -DATE AND PLACE OF BIRTH | AGENCY OR INSTITUTION ATTENDED   |
| -MAJOR FIELD OF STUDY    |                                  |
| -DATES OF ATTENDANCE     |                                  |
| -GRADE LEVEL             |                                  |

### **AIA ELIGIBILITY**

TO PARTICIPATE IN EXTRACURRICULAR ACTIVITIES THAT INVOLVE INTERSCHOLASTIC COMPETITIONS OR A.I.A. APPROVED ADJUDICATION, STUDENTS MUST PASS ALL THE CLASSES ON THEIR SCHEDULES. GRADES ARE REPORTED EVERY 4-1/2 WEEKS EITHER THROUGH PROGRESS REPORTS OR REPORT CARDS. IF A STUDENT RECEIVES A FAILING GRADE, HE OR SHE WILL BE DECLARED INELIGIBLE ON THE DAY FOLLOWING ISSUANCE OF REPORT CARDS OR PROGRESS REPORTS. IF A STUDENT IS INELIGIBLE, THE STUDENT MUST ATTEND STUDY HALL EVERY SCHOOL DAY WITHIN ONE WEEK, USUALLY FIVE (MONDAY THROUGH FRIDAY). THE STUDENT MUST PASS THE CLASS(ES) ON THE FRIDAY OF THE WEEK STUDY HALL IS SERVED. THE STUDENT WILL GAIN ELIGIBILITY ON THE FOLLOWING MONDAY ONLY.

### **INELIGIBILITY/REMEDATION**

STUDENTS HAVE THE OPPORTUNITY TO REMEDIATE THE DEFICIENCY RESULTING IN INELIGIBILITY FOR ALL GRADES EXCEPT CUMULATIVE FINAL SEMESTER GRADES. AN ADMINISTRATOR WILL ASSIGN THE STUDENT WHO HAS FAILED AT THE 4 1/2 OR 9 WEEK PERIODS TO TUTORIAL STUDY HALL AND MONITOR THE STUDENT ATTENDANCE AND GRADES. IF AFTER ONE WEEK OF FULL ATTENDANCE AT STUDY HALL, THE STUDENT’S GRADES IMPROVE TO THE POINT OF ELIGIBILITY, ELIGIBILITY WILL CONTINUE FROM THAT POINT ON UNTIL THE NEXT PROGRESS REPORT OR REPORT CARD.

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1 THESE LAWS ARE: SECTION 9528 OF THE ESEA (20 U.S.C. 7908), AS AMENDED BY THE *NO CHILD LEFT BEHIND ACT OF 2001* (P.L. 107-110), THE EDUCATION BILL, AND 10 U.S.C. 503, AS AMENDED BY SECTION 544, THE *NATIONAL DEFENSE AUTHORIZATION ACT FOR FISCAL YEAR 2002* (P.L. 107-107), THE LEGISLATION THAT PROVIDES FUNDING FOR THE NATION’S ARMED FORCES.

A STUDENT WHOSE FINAL GRADE FOR A COURSE AT THE END OF EITHER THE FALL OR SPRING SEMESTER IS AN "F" WILL BE ASSIGNED BY AN ADMINISTRATOR TO TUTORIAL STUDY HALL. THE STUDENT'S ATTENDANCE AND GRADES WILL BE MONITORED. IF AFTER ONE WEEK OF FULL ATTENDANCE AT STUDY HALL, THE STUDENT'S GRADES IMPROVE TO THE POINT OF ELIGIBILITY, ELIGIBILITY WILL CONTINUE FROM THAT POINT ON UNTIL THE NEXT PROGRESS REPORT OR REPORT CARD.

NOTE: STUDENTS MAY PRACTICE WITH THEIR TEAM OR GROUP WHILE INELIGIBLE. ***STUDENTS MAY NOT TRAVEL WITH THE TEAM, DRESS OUT OR COMPETE*** WHILE INELIGIBLE.

NOTE: ON AIMS TEST DATES, STUDY HALL FOR INELIGIBLE STUDENT ATHLETES WILL BE ADJUSTED THAT WEEK.

### **SPECIAL PROVISIONS**

SPECIAL EDUCATION STUDENTS WILL HAVE THEIR GPAs FIGURED AT FACE VALUE. IF THE PRINCIPAL FEELS IT NECESSARY, A SPECIAL STAFFING MAY BE CONVENED TO CONSIDER ELIGIBILITY. FINAL ELIGIBILITY DECISIONS REST WITH THE PRINCIPAL.

ANY STUDENT WHOSE BEHAVIOR PRESENTS A PROBLEM OR JEOPARDIZES SCHOOL DISCIPLINE WILL BE RESTRICTED FROM PARTICIPATION IN EXTRACURRICULAR ACTIVITIES UNTIL SUCH TIME THAT HIS OR HER BEHAVIOR WARRANTS REINSTATEMENT.

### **RANDOM STUDENT DRUG TESTING**

ALL STUDENTS IN GRADES NINE THROUGH TWELVE WHO PARTICIPATE IN AIA ATHLETICS OR ACTIVITIES WILL BE PART OF THE **MANDATORY** RANDOM DRUG TESTING POOL. IN ORDER TO TRY OUT OR ENROLL, STUDENTS MUST AGREE TO SUBMIT TO RANDOM DRUG TESTING ANY TIME DURING THE SCHOOL YEAR. STUDENTS REMAIN ACTIVE FOR DRUG TESTING THROUGHOUT THE YEAR EVEN IF THEY ARE NO LONGER PARTICIPATING IN A SPORT OR ACTIVITY. WRITTEN PARENTAL CONSENT FOR THE STUDENT TO BE TESTED FOR DRUGS OR ALCOHOL IS ALSO REQUIRED AS PART OF STUDENT ELIGIBILITY. THERE ARE CONSEQUENCES FOR STUDENTS WHO DO NOT PASS THE DRUG TEST.

VOLUNTARY STUDENT DRUG TESTING: YOUR SCHOOL MAY BE PARTICIPATING IN THE VOLUNTARY STUDENT DRUG TESTING PROGRAM. PARENTS/GUARDIANS GIVE THEIR PERMISSION TO HAVE THEIR HIGH SCHOOL STUDENT INCLUDED IN THIS TESTING PROGRAM. THE CONSENT FORM AND PROGRAM GUIDELINES ARE AVAILABLE AT THE SCHOOL FOR PARENTS TO PICK UP OR MAY BE DOWNLOADED FROM THE SCHOOL'S WEBSITE. ONCE A STUDENT IS INCLUDED IN THE PROGRAM, THEY WILL REMAIN ACTIVE IN THE PROGRAM FOR THE REMAINDER OF THE ACADEMIC YEAR OR UNTIL THEIR PARENT REQUESTS THAT THEY BE TERMINATED FROM PARTICIPATION IN THE VOLUNTARY PROGRAM.

### **CONCUSSION EDUCATION COURSE - BRAINBOOK**

ALL STUDENT ATHLETES SHALL COMPLETE THE BRAINBOOK ONLINE CONCUSSION EDUCATION COURSE PRIOR TO PARTICIPATION IN PRACTICE OR COMPETITION (AIA BYLAW 14.13- ADOPTED 8/15/2011). PLEASE CONTACT THE ATHLETIC DIRECTOR'S OFFICE FOR MORE INFORMATION.

### **PHYSICALS**

ALL ATHLETES AND MEMBERS OF MARCHING BAND ARE REQUIRED TO HAVE AN ANNUAL PHYSICAL PRIOR TO PARTICIPATION. THE PHYSICAL EXAMINATION FOR THE FOLLOWING SCHOOL YEAR SHALL BE GIVEN ON OR AFTER MARCH 1 PERFORMED BY A DOCTOR OF MEDICINE (M.D.), OSTEOPATHIC PHYSICIAN (D.O.), CERTIFIED REGISTERED NURSE PRACTITIONER (N.P.) LICENSED TO PRACTICE, OR A CERTIFIED PHYSICIAN'S ASSISTANT (PA-C) REGISTERED BY THE JOINT BOARD OF MEDICINE EXAMINERS AND THE OSTEOPATHIC EXAMINERS IN MEDICINE AND SURGERY. PLEASE CONTACT THE ATHLETIC DIRECTOR'S OFFICE, COACH OR BAND INSTRUCTOR FOR FURTHER INFORMATION.

### **INSURANCE**



ALL ATHLETES MUST HAVE PROOF OF INSURANCE BEFORE BEGINNING PARTICIPATION. INSURANCE IS AVAILABLE FOR ALL STUDENTS WHO WISH TO PAY FOR THE POLICY. FURTHER INFORMATION MAY BE OBTAINED IN THE ATHLETIC DIRECTOR'S OFFICE.

### **LETTERING**

STUDENTS CAN EARN VARSITY LETTERS IN ACADEMICS, ATHLETICS, AND IN THE FINE ARTS. FOR MORE INFORMATION, CONTACT THE ATHLETIC DIRECTOR

### **LOCK DOWN PROCEDURES**

THE PURPOSE OF A LOCKDOWN IS TO ELIMINATE MOVEMENT IF THERE IS A SITUATION ON CAMPUS OR IF THERE IS POLICE ACTIVITY IN THE AREA. SECURITY PERSONNEL WILL SECURE THE PERIMETER OF THE CAMPUS AND PREVENT PEOPLE FROM COMING ON CAMPUS. IF THERE IS A LOCKDOWN, ADMINISTRATION WILL MAINTAIN COMMUNICATION WITH THE DISTRICT OFFICE AND THE POLICE DEPARTMENT.

### **NONDISCRIMINATION NOTIFICATION**

CHANDLER UNIFIED SCHOOL DISTRICT DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, GENDER, AGE, OR DISABILITY IN ADMISSION TO ITS PROGRAMS, SERVICES, OR ACTIVITIES, IN ACCESS TO THEM, IN TREATMENT OF INDIVIDUALS, OR IN ANY ASPECT OF THEIR OPERATIONS.

### **NOTIFICACIÓN DE NON DISCRIMINACIÓN**

CHANDLER UNIFIED SCHOOL DISTRICT NO DISCRIMINA RAZA, COLOR, NACIONALIDAD, GÉNERO, EDAD, O INCAPACIDAD DE ADMISIÓN A SUS PROGRAMAS, SERVICIOS, O ACTIVIDADES, EN ACCESO A ELLAS, EN EL TRATAMIENTO A INDIVIDUOS, O EN NINGÚN ASPECTO DE SUS OPERACIONES.

### **FERPA RIGHTS**

THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA) IS A COMPLEX FEDERAL LAW THAT PROTECTS THE PRIVACY INTERESTS OF PARENTS AND STUDENTS WITH REGARD TO EDUCATIONAL RECORDS. GENERALLY, FERPA GIVES PARENTS THE RIGHT TO INSPECT AND REVIEW THEIR CHILDREN'S EDUCATION RECORDS, REQUEST AMENDMENT OF THE RECORDS, AND HAVE SOME CONTROL OVER THE DISCLOSURE OF INFORMATION FROM THE RECORDS. WHEN A STUDENT TURNS 18 OR ENTERS COLLEGE, FERPA CLASSIFIES HIM OR HER AS AN "ELIGIBLE STUDENT" AND TRANSFERS THE RIGHTS UNDER THE ACT FROM THE PARENT TO THE STUDENT. FERPA REQUIRES SCHOOL DISTRICTS TO NOTIFY PARENTS AND ELIGIBLE STUDENTS ANNUALLY OF THEIR RIGHTS UNDER THE ACT. WHEN YOU TURN 18 YEARS OF AGE, YOU HAVE THE RIGHT TO YOUR FERPA RECORDS. PLEASE REFER TO THE CUSD COURSE DESCRIPTION BOOK FOR FURTHER INFORMATION REGARDING FERPA RIGHTS.

### **ADA/TITLE IX**

THE DISTRICT DOES NOT HAVE TDD'S IN USE THROUGH OUT THE DISTRICT. PLEASE FEEL FREE TO USE THE TTY RELAY OR VIDEO RELAY SERVICES. SCHOOL OFFICE STAFF CAN BE ASSISTED TO HELP FAMILY AND COMMUNITY WITH TTY RELAY OR VIDEO RELAY SERVICES WITH HELP FROM THE CUSD HEARING IMPAIRMENT DEPARTMENT. PLEASE CONTACT PUPIL PERSONNEL SERVICES FOR HELP. PLEASE REFER TO THE CUSD COURSE DESCRIPTION BOOK FOR FURTHER INFORMATION REGARDING ADA/TITLE IX.

### **HEALTH SERVICES**

PLEASE SEE THE HEALTH SERVICES DEPARTMENT ON THE DISTRICT WEBSITE [HTTP://WWW.CUSD80.COM](http://www.cusd80.com) FOR SPECIFIC INFORMATION ON FORMS REQUIRED FROM PARENTS AND

DOCTORS, MEDICATION ADMINISTRATION POLICY, HEALTH PROTOCOLS FOR STUDENT ILLNESS, IMMUNIZATIONS, HEARING AND VISION SCREENING PROGRAMS, AND INFORMATION ON SPECIFIC HEALTH CONDITIONS FOR SCHOOL.

**SCHOOL NURSE AND ILLNESS**- CEC DOES NOT HAVE A HEALTH OFFICE OR NURSE ON SITE. SPECIFIC PROCEDURES AND PERMISSION FORMS ARE REQUIRED FOR THE SCHOOL OFFICE TO ADMINISTER ANY PRESCRIPTION MEDICATIONS; BE AWARE THAT WRITTEN ORDERS FROM THE PRESCRIBING PHYSICIAN ARE REQUIRED IF STUDENTS ARE TO RECEIVE SUCH MEDICATIONS DURING SCHOOL HOURS. IF STUDENTS BECOME ILL AND MUST GO HOME, A STUDENT MUST HAVE PARENT PERMISSION TO LEAVE AND THE FRONT OFFICE MUST BE CONTACTED. THE STUDENT WILL ONLY BE RELEASED TO THOSE LISTED AS EMERGENCY CONTACTS.

### **ADMINISTERING MEDICINES TO STUDENTS**

UNDER CERTAIN CIRCUMSTANCES, WHEN IT IS NECESSARY FOR A STUDENT TO TAKE MEDICINE DURING SCHOOL HOURS, THE DISTRICT WILL COOPERATE WITH THE FAMILY PHYSICIAN AND THE PARENTS IF THE FOLLOWING REQUIREMENTS ARE MET:

- THERE MUST BE A WRITTEN ORDER FROM THE PHYSICIAN STATING THE NAME OF THE MEDICINE, THE DOSAGE, AND THE TIME IT IS TO BE GIVEN.
- THERE MUST BE WRITTEN PERMISSION FROM THE PARENT TO ALLOW THE SCHOOL OR THE STUDENT TO ADMINISTER THE MEDICINE. APPROPRIATE FORMS ARE AVAILABLE FROM THE SCHOOL OFFICE.
- THE MEDICINE MUST COME TO THE SCHOOL OFFICE IN THE PRESCRIPTION CONTAINER OR, IF IT IS OVER-THE-COUNTER MEDICATION, IN THE ORIGINAL CONTAINER WITH ALL WARNINGS AND DIRECTIONS INTACT.

#### ***EXCEPTIONS:***

- STUDENTS WHO HAVE BEEN DIAGNOSED WITH ANAPHYLAXIS MAY CARRY AND SELF-ADMINISTER EMERGENCY MEDICATIONS INCLUDING AUTO-INJECTABLE EPINEPHRINE PROVIDED THE PUPIL'S NAME IS ON THE PRESCRIPTION LABEL ON THE MEDICATION CONTAINER OR DEVICE AND ANNUAL WRITTEN DOCUMENTATION FROM THE PUPIL'S PARENT OR GUARDIAN IS PROVIDED THAT AUTHORIZES POSSESSION AND SELF-ADMINISTRATION. THE STUDENT SHALL NOTIFY THE SCHOOL OFFICE SECRETARY AS SOON AS PRACTICABLE FOLLOWING THE USE OF THE MEDICATION;
- FOR BREATHING DISORDERS, HANDHELD INHALER DEVICES MAY BE CARRIED FOR SELF ADMINISTRATION PROVIDED THE PUPIL'S NAME IS ON THE PRESCRIPTION LABEL ON THE MEDICATION CONTAINER OR ON THE HANDHELD INHALER DEVICE AND ANNUAL WRITTEN DOCUMENTATION FROM THE PUPIL'S PARENT OR GUARDIAN IS PROVIDED THAT AUTHORIZES POSSESSION AND SELF-ADMINISTRATION.

THE DISTRICT RESERVES THE RIGHT, IN ACCORDANCE WITH PROCEDURES ESTABLISHED BY THE SUPERINTENDENT, TO CIRCUMSCRIBE OR DISALLOW THE USE OR ADMINISTRATION OF ANY MEDICATION ON SCHOOL PREMISES IF THE THREAT OF ABUSE OR MISUSE OF THE MEDICINE MAY POSE A RISK OF HARM TO A MEMBER OR MEMBERS OF THE STUDENT POPULATION.

### **DRESS CODE**

EACH YEAR PARENTS ASK FOR GUIDELINES AS THEY HELP STUDENTS SELECT APPROPRIATE ATTIRE FOR SCHOOL. SCHOOL PRIDE, MORALE AND IMAGE ARE INFLUENCED BY THE GENERAL APPEARANCE OF STUDENTS. CUSD WANTS TO PROVIDE OPPORTUNITIES FOR STUDENTS TO EXPRESS THEMSELVES WITHIN THE SET OF PARAMETERS LISTED BELOW:

#### **BRIEF AND REVEALING CLOTHING**

STUDENTS MUST RECOGNIZE THAT BRIEF AND REVEALING CLOTHING ARE NOT APPROPRIATE APPAREL IN SCHOOL. THE FOLLOWING GUIDELINES ARE EXAMPLES AND DO NOT COVER ALL SITUATIONS.

STUDENTS SHALL NOT WEAR:

- TANK TOPS
- HALTER-TOPS
- GARMENTS WITH SPAGHETTI STRAPS
- STRAPLESS GARMENTS
- TRENCH COATS

GARMENTS THAT ARE "SEE-THROUGH," CUT LOW, OR EXPOSE ONE'S MIDRIF ARE NOT ACCEPTABLE. SLEEVELESS GARMENTS MUST EXTEND TO THE END OF THE SHOULDERS AND FIT CLOSELY UNDER THE ARMS. CLOTHING SHOULD HAVE ADEQUATE COVERAGE TO ALLOW A FULL RANGE OF MOVEMENT WITHOUT SKIN OR UNDERGARMENTS SHOWING. UNDERGARMENTS MUST NOT BE VISIBLE. CLOTHING MUST COVER THE ENTIRE BUTTOCKS AND EXTEND A REASONABLE LENGTH TO ENSURE MODESTY.

### **VULGAR, OFFENSIVE MESSAGES**

STUDENTS SHALL NOT WEAR CLOTHING THAT DISPLAY MESSAGES THAT ARE VULGAR, OFFENSIVE, OBSCENE, OR LIBELOUS; THAT Demean OTHERS ON THE BASIS OF RACE, COLOR, RELIGION, CREED, NATIONAL ORIGIN, GENDER, SEXUAL ORIENTATION, OR DISABILITY; THAT PROMOTE ALCOHOL OR DRUG USE OR VIOLENCE; OR THAT ARE OTHERWISE CONTRARY TO THE SCHOOL'S EDUCATIONAL MISSION.

### **SAGGING PANTS**

STUDENTS SHALL NOT WEAR PANTS THAT, WHEN FASTENED, SAG OR FIT BELOW THE WAIST. ALL PANTS MUST FIT AROUND THE WAIST AND BE PROPERLY FASTENED.

### **GANG-RELATED ATTIRE**

ANY ATTIRE OR GROOMING DEEMED TO BE GANG RELATED IS PROHIBITED WHEN SUCH ATTIRE OR GROOMING CREATES AN ATMOSPHERE OF THREAT, INTIMIDATION OR UNDUE PRESSURE OR DISRUPTS THE EDUCATIONAL ENVIRONMENT/PROCESS OR INTERFERES WITH CURRICULUM GOALS/EDUCATIONAL OBJECTIVES.

### **FOOTWEAR/JEWELRY/ACCESSORIES**

- SHOES OR SANDALS MUST BE WORN AT ALL TIMES ON CAMPUS ACCORDING TO STATE LAW AND FOR STUDENT SAFETY.
- BODY PIERCING THAT IS A SAFETY HAZARD AND/OR HINDERS PERFORMANCE IN A CLASSROOM IS NOT ALLOWED.
- WALLET CHAINS ARE NOT ALLOWED.
- STUDENTS SHALL NOT WEAR HATS IN DISTRICT BUILDINGS EXCEPT FOR A MEDICAL OR RELIGIOUS PURPOSE.
- STUDENTS CANNOT WEAR SLIPPERS ON CAMPUS.

### **STUDENT/PARENT RESPONSIBILITY**

STUDENTS AND THEIR PARENTS/GUARDIANS HAVE THE RESPONSIBILITY TO BE AWARE OF THE SCHOOL'S DRESS CODE AND CONFORM TO THESE REQUIREMENTS. EACH SCHOOL WILL MEET THE MINIMUM GUIDELINES OF THE DISTRICT DRESS CODE BUT MAY ADD OTHER RESTRICTIONS IF THE SCHOOL ADMINISTRATION DEEMS IT NECESSARY. IF A STUDENT OR PARENT HAS ANY QUESTIONS ABOUT WHETHER SPECIFIC ATTIRE OR ACCESSORIES ARE IN COMPLIANCE WITH THE DRESS CODE, THEY SHOULD CONTACT AN ASSISTANT PRINCIPAL AT THEIR SCHOOL SITE PRIOR TO WEARING SUCH ATTIRE OR ACCESSORIES TO ENSURE COMPLIANCE.

### **ADMINISTRATOR DISCRETION**

THE SCHOOL ADMINISTRATION RETAINS THE FINAL DISCRETION TO DETERMINE THAT THE GARMENT OR ACCESSORY MEETS THE DRESS CODE. SOME EXCEPTIONS MAY BE MADE FOR UNIFORMS, FORMAL ATTIRE, AND/OR COSTUMES.

## **CONSEQUENCES**

ANY STUDENT VIOLATING THIS POLICY IS SUBJECT TO DISCIPLINARY ACTION INCLUDING, BUT NOT LIMITED TO; WARNING, PARENT CONFERENCE, AFTER-SCHOOL DETENTION, COMMUNITY SERVICE, IN-SCHOOL SUSPENSION, OR OFF-CAMPUS SUSPENSION. IN ADDITION, THE STUDENT WILL REMOVE THE GARMENT OR ACCESSORY AND REPLACE IT WITH AN APPROPRIATE ALTERNATIVE PROVIDED BY THE SCHOOL, STUDENT, OR PARENT.

## **DUE PROCESS**

STUDENTS IN CHANDLER SCHOOLS HAVE RIGHTS. IN DISCIPLINARY CASES, STUDENTS ARE ENTITLED TO DUE PROCESS. THIS MEANS STUDENTS:

1. MUST BE INFORMED OF THE ACCUSATIONS AGAINST THEM.
2. MUST HAVE AN OPPORTUNITY TO ACCEPT OR DENY THE ACCUSATIONS.
3. MUST HAVE THE FACTUAL BASIS FOR ACCUSATIONS EXPLAINED TO THEM.
4. MUST HAVE A CHANCE TO PRESENT AN ALTERNATIVE FACTUAL POSITION IF THE ACCUSATIONS ARE DENIED.

FOR STUDENT CONCERNS, COMPLAINTS AND GRIEVANCES, A STUDENT COMPLAINT FORM MAY BE PICKED UP FROM ANY ADMINISTRATIVE OFFICE.

## **STUDENT CONCERNS, COMPLAINTS, AND GRIEVANCES SCHOOL BOARD POLICY J-361 1 JII-R SUMMARY**

*THIS REGULATION SETS FORTH THE PROCEDURE TO BE FOLLOWED WHEN A STUDENT OR A STUDENT'S PARENT OR LEGAL GUARDIAN WISHES TO PRESENT A CONCERN, COMPLAINT, GRIEVANCE OR APPEAL THAT FALLS WITHIN THE SCOPE OF POLICY JII.*

- **COMPLAINT FORM.** THE DISTRICT SHALL MAKE A COMPLAINT FORM (JII-EA) AVAILABLE AT EACH SCHOOL AND AT THE DISTRICT OFFICE. THE FORM SHALL ALSO BE AVAILABLE IN ELECTRONIC FORMAT. COMPLAINANTS ARE ENCOURAGED TO UTILIZE THIS FORM, BUT SHALL NOT BE REQUIRED TO DO SO. IN ORDER TO PROVIDE THE DISTRICT WITH THE INFORMATION NECESSARY TO PROPERLY ADDRESS THE MATTER, ANY WRITTEN COMPLAINT THAT IS FILED SHOULD CONTAIN THE SAME INFORMATION THAT IS REQUESTED ON JII-EA (AT A MINIMUM). THE COMPLAINT SHOULD BE SIGNED BY THE COMPLAINANT. A SCHOOL OR DISTRICT ADMINISTRATOR SHALL ASSIST AN INDIVIDUAL IN COMPLETING THE GRIEVANCE FORM UPON REQUEST.
- **TIMEFRAME FOR SUBMISSION OF COMPLAINT.** IN ORDER TO FACILITATE MEANINGFUL INVESTIGATION OF A COMPLAINT, A COMPLAINANT SHOULD SUBMIT HIS/HER COMPLAINT AS SOON AS POSSIBLE AND NO MORE THAN THIRTY (30) DAYS FOLLOWING THE EVENT OR ACTION GIVING RISE TO THE COMPLAINT.
- **PERSONNEL AUTHORIZED TO ACCEPT COMPLAINT.** A COMPLAINT MAY BE SUBMITTED TO THE PRINCIPAL, ASSISTANT PRINCIPAL OR DEAN OF STUDENTS AT EACH SCHOOL OR TO THE DISTRICT SUPERINTENDENT. THE AUTHORIZED PERSON TO WHOM THE COMPLAINT IS SUBMITTED AT THE SCHOOL LEVEL SHALL ENSURE THAT THE SUPERINTENDENT (OR DESIGNEE) IS APPRISED OF THE COMPLAINT.
- **REFERRAL.** A REFERRAL WILL BE MADE TO THE APPROPRIATE INDIVIDUAL FOR INVESTIGATION AND RESPONSE OR TAKE OTHER APPROPRIATE ACTION.
- **ACKNOWLEDGMENT OF RECEIPT OF COMPLAINT.** THE COMPLAINANT WILL BE PROVIDED WITH A WRITTEN CONFIRMATION OF THE DISTRICT'S RECEIPT OF THE COMPLAINT AND CONTAIN THE FOLLOWING INFORMATION:
  - AN ASSURANCE THAT THE COMPLAINT WILL BE HANDLED AS CONFIDENTIALLY AS POSSIBLE.
  - NOTICE THAT THE DISTRICT PROHIBITS RETALIATION AGAINST ANYONE WHO FILES A COMPLAINT OR PARTICIPATES IN A COMPLAINT INVESTIGATION.
  - INFORMS THE COMPLAINANT THAT THE DISTRICT WILL ENDEAVOR TO COMPLETE THE INVESTIGATION OR RESOLUTION PROCESS IN A TIMELY MANNER, TYPICALLY NO MORE THAN THIRTY (30) CALENDAR DAYS OF RECEIPT OF THE COMPLAINT.
  - A REQUEST THAT THE COMPLAINANT PROVIDE ANY AND ALL ADDITIONAL INFORMATION OR DOCUMENTATION RELEVANT TO THE COMPLAINT.

- *INFORMS THE COMPLAINANT THAT HE/SHE WILL BE PROVIDED WITH A WRITTEN REPORT OR LETTER AT THE CONCLUSION OF THE PROCESS.*
- **INVESTIGATION OF COMPLAINT.** THE ASSIGNED INVESTIGATOR WILL CONDUCT AN IMPARTIAL AND THOROUGH INVESTIGATION. THE INVESTIGATIVE PROCESS SHOULD INCLUDE THE FOLLOWING:
  - *AN INTERVIEW WITH THE COMPLAINANT.*
  - *INTERVIEWS WITH OTHER RELEVANT INDIVIDUALS.*
  - *FOLLOW UP INTERVIEWS AS NEEDED.*
  - *REVIEW OF RELEVANT RECORDS OR DOCUMENTS.*
- **NOTICE OF OUTCOME OF INVESTIGATION.** THE DISTRICT WILL PROVIDE THE COMPLAINANT WITH WRITTEN NOTICE OF THE FINDINGS AND CONCLUSIONS OF THE INVESTIGATION. THE DISTRICT WILL ALSO PROVIDE NOTICE OF WHAT, IF ANY, ACTION WILL BE TAKEN BY THE DISTRICT IN RESPONSE TO THE INVESTIGATION.
- **MAINTENANCE OF RECORDS.** THE DISTRICT WILL MAINTAIN A CONFIDENTIAL RECORD OF EACH COMPLAINT MADE PURSUANT TO POLICY JII AT THE DISTRICT OFFICE. THE RECORD SHALL INCLUDE A COPY OF THE COMPLAINT OR GRIEVANCE FILED BY A STUDENT, FINDINGS OF THE INVESTIGATION, AND THE DISPOSITION OF THE MATTER.
- **REPORT TO SUPERINTENDENT.** 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 MAKE SUCH REPORTS AND/OR REFERRALS TO THE BOARD AS MAY BE NECESSARY.
- **WITHDRAWAL OF COMPLAINT.** A COMPLAINT OR GRIEVANCE MAY BE WITHDRAWN AT ANY TIME.
- **FALSE REPORTS.** A STUDENT WHO KNOWINGLY SUBMITS A FALSE REPORT MAY BE SUBJECT TO DISCIPLINE IN ACCORDANCE WITH RELEVANT DISTRICT POLICIES.
- **REPORT OF CRIMES.** WHEN DISTRICT OFFICIALS HAVE A REASONABLE BELIEF OR AN INVESTIGATION REVEALS THAT A CRIME OR POSSIBLE CRIME HAS BEEN COMMITTED, THE MATTER SHALL BE REPORTED TO THE APPROPRIATE LAW ENFORCEMENT AGENCY IF A REPORT HAS NOT ALREADY BEEN MADE.

### **ABUSE OF TEACHER OR SCHOOL EMPLOYEE IN SCHOOL**

ARIZONA STATE STATUTES (ARS 15-507 STATES THAT A PERSON WHO KNOWINGLY ABUSES A TEACHER OR OTHER SCHOOL EMPLOYEE ON SCHOOL GROUNDS OR WHILE THE TEACHER OR EMPLOYEE IS ENGAGED IN THE PERFORMANCE OF HIS DUTIES IS GUILTY OF A CLASS 3 MISDEMEANOR.

### **ALTERNATIVE SCHOOL ASSIGNMENT**

UNDER ARIZONA LAW (A.R.S. 15-841 E AND F) A SCHOOL DISTRICT MAY REASSIGN A STUDENT TO AN ALTERNATIVE EDUCATION PROGRAM IF THE STUDENT REFUSES TO COMPLY WITH SCHOOL RULES, REFUSES TO PURSUE THE REQUIRED COURSE OF STUDY, OR REFUSES TO SUBMIT TO THE AUTHORITY OF TEACHERS, ADMINISTRATORS OR THE GOVERNING BOARD. A STUDENT CAN ALSO BE REASSIGNED IF HE/SHE THREATENS AN EDUCATIONAL INSTITUTION AS DEFINED IN A.R.S. 13-2911.

### **MANDATORY REPORTING OF CRIMINAL ACTIVITY TO LAW ENFORCEMENT**

ARIZONA STATE STATUTES (ARS 13-3620) REQUIRE SCHOOLS AND SCHOOL EMPLOYEES TO REPORT CRIMINAL ACTIVITY TO LOCAL LAW ENFORCEMENT. SCHOOLS ARE ALSO REQUIRED TO REPORT INCIDENCES OF CHILD ABUSE, NEGLECT, AND CRIMES AGAINST CHILDREN TO LOCAL LAW ENFORCEMENT AND CHILD PROTECTIVE SERVICES.

RECENT CHANGES IN THE LAW REQUIRE SCHOOLS TO REPORT THREATS, OR RUMORS OF THREATS, MADE AGAINST SCHOOLS, STUDENTS AND SCHOOL PERSONNEL. SCHOOLS MUST ALSO REPORT ALL INCIDENTS OF NON-ACCIDENTAL INJURIES THAT MIGHT OCCUR DURING ALTERCATIONS AT SCHOOL.

ACCORDING TO ARS 15-341 STAFF MEMBERS ARE TO REPORT ANY SUSPECTED CRIMES AGAINST PERSONS OR PROPERTY AND ANY INCIDENTS THAT COULD POTENTIALLY THREATEN THE SAFETY AND SECURITY OF PUPILS, TEACHERS, OR ADMINISTRATORS TO LOCAL LAW ENFORCEMENT.

### **CHANDLER UNIFIED SCHOOL DISTRICT STUDENT CONDUCT POLICY**

ARIZONA STATE LAW MAKES THE SCHOOL RESPONSIBLE FOR THE CONDUCT AND WELL BEING OF STUDENTS FROM THE TIME THEY LEAVE HOME IN THE MORNING UNTIL THEY REACH HOME IN THE EVENING.

THE TEACHER IS REQUIRED BY LAW TO MAINTAIN A SUITABLE ENVIRONMENT FOR LEARNING, AND ADMINISTRATORS HAVE THE RESPONSIBILITY FOR MAINTAINING AND FACILITATING THE EDUCATIONAL PROGRAM. THE ADMINISTRATION IS AUTHORIZED TO SUSPEND STUDENTS FOR CAUSE.

STUDENTS SHALL NOT ENGAGE IN IMPROPER BEHAVIOR, INCLUDING BUT NOT LIMITED TO THE FOLLOWING:

- ANY CONDUCT INTENDED TO OBSTRUCT, DISRUPT, OR INTERFERE WITH TEACHING, RESEARCH, SERVICE, ADMINISTRATIVE OR DISCIPLINARY FUNCTIONS, OR ANY ACTIVITY SPONSORED OR APPROVED BY THE BOARD.
- THREATENING AN EDUCATIONAL INSTITUTION BY INTERFERENCE WITH OR DISRUPTION OF THE SCHOOL PER A.R.S. 13-2911 AND 15-841.
- PHYSICAL ABUSE OF OR THREAT OF HARM TO ANY PERSON ON DISTRICT OWNED OR CONTROLLED PROPERTY OR AT DISTRICT SPONSORED OR SUPERVISED FUNCTIONS.
- DAMAGE OR THREAT OF DAMAGE TO PROPERTY OF THE DISTRICT, REGARDLESS OF THE LOCATION, OR TO PROPERTY OF A MEMBER OF THE COMMUNITY OR A VISITOR TO THE SCHOOL, WHEN SUCH PROPERTY IS LOCATED ON DISTRICT CONTROLLED PREMISES.
- FORCEFUL OR UNAUTHORIZED ENTRY TO OR OCCUPATION OF DISTRICT FACILITIES, INCLUDING BOTH BUILDING AND GROUNDS.
- UNLAWFUL USE, POSSESSION, DISTRIBUTION, OR SALE OF TOBACCO, ALCOHOL, OR DRUGS OR OTHER ILLEGAL CONTRABAND ON DISTRICT PROPERTY OR AT SCHOOL-SPONSORED FUNCTIONS.
- CONDUCT OR SPEECH THAT VIOLATES COMMONLY ACCEPTED STANDARDS OF THE DISTRICT AND THAT, UNDER THE CIRCUMSTANCES, HAS NO REDEEMING SOCIAL VALUE.
- FAILURE TO COMPLY WITH THE LAWFUL DIRECTIONS OF DISTRICT OFFICIALS OR ANY OTHER LAW ENFORCEMENT OFFICERS ACTING IN PERFORMANCE OF THEIR DUTIES, AND FAILURE TO IDENTIFY THEMSELVES TO SUCH OFFICIALS OR OFFICERS WHEN LAWFULLY REQUESTED TO DO SO.
- ALLEGED CONDUCT OFF CAMPUS OR DURING NONSCHOOL HOURS IN WHICH THE STUDENT'S CONTINUED ATTENDANCE WOULD NEGATIVELY AFFECT THE SCHOOL ENVIRONMENT.
- KNOWING VIOLATION OF DISTRICT RULES AND REGULATIONS. PROOF THAT AN ALLEGED VIOLATOR HAS A REASONABLE OPPORTUNITY TO BECOME AWARE OF SUCH RULES AND REGULATIONS SHALL BE SUFFICIENT PROOF THAT THE VIOLATION WAS DONE KNOWINGLY.
- ANY CONDUCT CONSTITUTING A BREACH OF ANY FEDERAL, STATE, OR CITY LAW OR DULY ADOPTED POLICY OF THE BOARD.
- CARRYING OR POSSESSING A WEAPON ON SCHOOL GROUNDS.

IN ADDITION TO THE GENERAL RULES SET FORTH ABOVE, STUDENTS SHALL BE EXPECTED TO OBEY ALL POLICIES AND REGULATIONS FOCUSING ON STUDENT CONDUCT ADOPTED BY THE BOARD. STUDENTS SHALL NOT ENGAGE IN ANY ACTIVITIES PROHIBITED HEREIN, NOR SHALL THEY REFUSE TO OBEY ANY ORDER GIVEN BY A MEMBER OF THE FACULTY OR STAFF WHO IS ATTEMPTING TO MAINTAIN PUBLIC ORDER.

ANY STUDENT WHO VIOLATES THESE POLICIES AND REGULATIONS MAY BE SUBJECT TO DISCIPLINE UP TO EXPULSION, IN ADDITION TO OTHER CIVIL AND CRIMINAL PROSECUTION. THESE PUNISHMENTS MAY BE IN ADDITION TO ANY CUSTOMARY DISCIPLINE THAT THE DISTRICT PRESENTLY DISPENSES. SUCH STUDENTS MAY BE REMOVED FROM THEIR RESPECTIVE ATTENDANCE BOUNDARY SCHOOLS AND PLACED IN ALTERNATIVE EDUCATIONAL PROGRAMS.

LOCAL LAW ENFORCEMENT SHALL BE NOTIFIED BY THE SUPERINTENDENT REGARDING ANY SUSPECTED CRIME AGAINST A PERSON OR PROPERTY THAT IS A SERIOUS OFFENSE, INVOLVES A DEADLY WEAPON OR DANGEROUS INSTRUMENT OR THAT COULD POSE A THREAT OF DEATH OR SERIOUS INJURY TO EMPLOYEES, STUDENTS OR OTHERS ON SCHOOL PROPERTY. THE AUTHORITY OF THE SUPERINTENDENT TO ESTABLISH REGULATIONS COVERING STUDENTS MAY BE DELEGATED TO PRINCIPALS FOR THEIR INDIVIDUAL SCHOOLS. (POLICY J1C - STUDENT CONDUCT)

### **STUDENTS ARE SUBJECT TO DISCIPLINE IF INFRACTIONS OCCUR:**

1. AT ANY HIGH SCHOOL ACTIVITY/ATHLETIC EVENT (HOME OR AWAY, DAY OR NIGHT)
2. TO AND FROM SCHOOL OR SCHOOL ACTIVITIES, INCLUDING BUS STOPS
3. IN CLASSROOMS
4. ON CAMPUS
5. ON ANY DISTRICT PROPERTY

### **CHEATING & PLAGIARISM**

STUDENTS WHO ARE FOUND GUILTY OF CHEATING AND/OR PLAGIARISM WILL BE DEALT WITH SEVERELY. IF A STUDENT IS FOUND ON ANY INTERNET WEBSITE WITHOUT APPROVAL, AT ANY TIME WHILE IN THE CLASSROOM, THEY WILL BE DROPPED FROM THE CLASS AND RECEIVE AN "F" ON THEIR TRANSCRIPT. TOO OFTEN IN THE PAST, STUDENTS HAVE USED THE INTERNET TO CHEAT AND LOOK UP ANSWERS ON EXAMS. A MAKE-UP ASSIGNMENT WILL NOT BE PERMITTED

EXAMPLES OF THIS TYPE OF MISBEHAVIOR INCLUDE:

- USE OF TECHNOLOGY TO SEARCH FOR ANSWERS ON ASSIGNMENTS
- THEFT OR ALTERATION OF ANOTHER'S MATERIALS
- THEFT OF KEYS TO TESTS OR STUDY GUIDES
- CHEATING ON TESTS
- COLLABORATION WITHOUT AUTHORITY
- FABRICATION OR THE FALSIFYING OF DATA, CITATIONS, OR OTHER AUTHORITIES,
- PLAGIARISM OF ANY KIND

### **DAMAGE TO SCHOOL PROPERTY**

STUDENTS WHO DAMAGE PROPERTY AT SCHOOL OR WHILE UNDER SCHOOL JURISDICTION WILL BE SUBJECT TO DISCIPLINARY ACTION AND THE STUDENT, AND/OR PARENT/GUARDIAN SHALL BE LIABLE FOR DAMAGES. ALL STUDENTS ARE EXPECTED TO RESPECT AND CARE FOR ALL PROPERTY OF HILL LEARNING ACADEMY INCLUDING FACILITIES AND BOOKS. WILLFUL DESTRUCTION OR DEFAACEMENT OF SCHOOL DISTRICT PROPERTY AT ANY TIME IS CAUSE FOR DISCIPLINARY ACTION UP TO AND INCLUDING EXPULSION.

### **EATING/DRINKING/CHEWING GUM**

NO FOOD OR DRINK IN THE CLASSROOM, ONLY BOTTLED WATER OR DRINKS WITH A TWIST CAP ARE ALLOWED. CHEWING GUM IS NOT ALLOWED ON CAMPUS.

### **MISCONDUCT/GENERAL BEHAVIOR**

STUDENTS MUST ACCEPT THE REASONABLE AUTHORITY OF ALL TEACHERS, ADMINISTRATORS AND OTHER STAFF MEMBERS TO CONTROL STUDENT CONDUCT AT SCHOOL AND SCHOOL ACTIVITIES. VIOLATIONS OF STATED SCHOOL POLICIES MAY RESULT IN DISCIPLINE, SUSPENSION, OR EXPULSION. FAILURE TO COMPLY WITH REASONABLE REQUESTS SHALL BE CONSTRUED AS INSUBORDINATION AND CAUSE FOR DISCIPLINARY ACTION. IT IS THE RESPONSIBILITY OF THE STAFF AND ADMINISTRATION TO SET THE TONE FOR THE EDUCATIONAL PROGRESS OF THE STUDENTS WITHIN THE BUILDING. STUDENTS SHOULD BE AWARE THAT THE REGULATIONS RELATED TO STUDENTS' DRESS, EXPECTED BEHAVIOR, OR PROCEDURES ARE NOT NECESSARILY LIMITED TO THE GUIDELINES IN THIS PAMPHLET. EXTREME FADS, OR CIRCUMSTANCE NOT COVERED WILL BE TREATED AS INAPPROPRIATE BY THE ADMINISTRATION. STUDENTS WILL BE EXPECTED TO DO THEIR PART IN MAINTAINING THE APPROPRIATE ATMOSPHERE AND WILL BE REQUIRED TO FOLLOW ALL DIRECTIONS GIVEN BY ANY STAFF MEMBER. FAILURE TO DO

SO WILL BE CONSIDERED AS INSUBORDINATION AND WILL UNFORTUNATELY SUBJECT THE STUDENT TO DISCIPLINARY ACTION. IF STUDENTS HAVE QUESTIONS REGARDING ANY CIRCUMSTANCES NOT LISTED, THE STUDENT SHOULD CHECK WITH AN ADMINISTRATOR.

## STUDENT HARASSMENT

VERBAL, PHYSICAL, OR PSYCHOLOGICAL ACTS OF AGGRESSION RELATING TO A PERSON'S RACE, ETHNICITY, RELIGION, GENDER, DISABILITY OR SEXUAL ORIENTATION WILL NOT BE TOLERATED. STUDENTS WHO ENGAGE IN SUCH BEHAVIOR WILL BE SUBJECT TO DISCIPLINARY CONSEQUENCES. STUDENTS WHO BELIEVE THAT THEY HAVE BEEN HARASSED SHOULD CONTACT THEIR COUNSELOR OR ANY ADMINISTRATOR AS SOON AS POSSIBLE.

## PUBLIC DISPLAYS OF AFFECTION

CHANDLER EARLY COLLEGE IS CONSIDERED A "HANDS-OFF" CAMPUS; THEREFORE PUBLIC DISPLAYS OF AFFECTION ARE NOT ALLOWED ON CAMPUS. THIS ALSO APPLIES TO ANY SCHOOL-SPONSORED ACTIVITY.

## SMOKING/ALCOHOLIC BEVERAGES/DRUGS

IF YOU USE OR POSSESS ANY FORM OF TOBACCO, ALCOHOL, OR DRUGS ON CAMPUS, YOU WILL BE SUBJECT TO DISCIPLINARY ACTION. **Do not bring it to school!** Do not come to school having consumed drugs or alcohol.

"TOBACCO" SHALL INCLUDE, BUT NOT BE LIMITED TO:

- CIGARETTES/CIGARS
- CHEWING TOBACCO
- VAPOR/E CIGARETTES

THE USE, POSSESSION, OR SALE OF DRUGS (INCLUDING OVER-THE-COUNTER MEDICATIONS) ON SCHOOL PROPERTY OR AT SCHOOL EVENTS IS PROHIBITED.

STUDENTS IN VIOLATION OF THE PROVISIONS OF THESE POLICIES SHALL BE SUBJECT TO REMOVAL FROM SCHOOL PROPERTY AND SHALL BE SUBJECT TO PROSECUTION IN ACCORDANCE WITH THE PROVISIONS OF THE LAW.

FOR PURPOSES OF THIS POLICY, "DRUGS" SHALL INCLUDE, BUT NOT BE LIMITED TO:

- ALL CONTROLLED SUBSTANCES PROHIBITED BY LAW;
- ALL ALCOHOLIC BEVERAGES;
- ANY PRESCRIPTION OR PATENT DRUG (INCLUDING OVER-THE-COUNTER MEDICATIONS), EXCEPT THOSE FOR WHICH PERMISSION TO USE IN SCHOOL HAS BEEN GRANTED;
- HALLUCINOGENIC SUBSTANCES;
- INHALANTS.

STUDENTS WHO USE, POSSESS, OR SELL SUBSTANCES THAT THEY **REPRESENT** AS BEING DRUGS MAY BE SUBJECT TO THE ABOVE POLICY. THIS INFORMATION CAN BE REFERENCED IN GOVERNING BOARD POLICY JICG AND JICH.

## GANG ACTIVITY OR ASSOCIATION

THE TYPE OF DRESS, APPAREL, ACTIVITIES, ACTS, BEHAVIOR OR MANNER, OR GROOMING DISPLAYED, REFLECTED, OR PARTICIPATED IN BY THE STUDENT WHILE ON SCHOOL PROPERTY OR AT ANY SCHOOL ACTIVITY SHALL NOT:

- LEAD SCHOOL OFFICIALS TO REASONABLY BELIEVE THAT SUCH BEHAVIOR, APPAREL, ACTIVITIES, ACTS, OR OTHER ATTRIBUTES ARE GANG-RELATED OR WOULD DISRUPT OR INTERFERE WITH THE SCHOOL ENVIRONMENT OR ACTIVITY AND/OR EDUCATIONAL OBJECTIVES.
- PRESENT A PHYSICAL SAFETY HAZARD TO SELF, STUDENTS, STAFF MEMBERS, EMPLOYEES, OR ANY OTHER PERSON.
- CREATE AN ATMOSPHERE IN WHICH THE WELL BEING OF A STUDENT, STAFF MEMBER, OR ANY OTHER PERSON IS HINDERED BY UNDUE PRESSURE, BEHAVIOR, INTIMIDATION, OVERT GESTURE, OR THREAT OF VIOLENCE.



- IMPLY GANG MEMBERSHIP OR AFFILIATION BY WRITTEN COMMUNICATION, MARKS, DRAWING, PAINTING, DESIGN, OR EMBLEM UPON ANY SCHOOL OR PERSONAL PROPERTY OR CLOTHING OR ON ONE'S PERSON.

IF A STUDENT'S BEHAVIOR OR OTHER ATTRIBUTE IS IN VIOLATION OF THESE PROVISIONS, THE DIRECTOR WILL TAKE APPROPRIATE CORRECTIVE AND DISCIPLINARY ACTION THAT MAY INCLUDE SUSPENSION OR EXPULSION. THIS INFORMATION CAN BE REFERENCED IN GOVERNING BOARD POLICY JICF.

## HAZING

THERE SHALL BE NO HAZING, SOLICITATION TO ENGAGE IN HAZING, OR AIDING AND ABETTING ANOTHER WHO IS ENGAGED IN HAZING, OF ANY PERSON ENROLLED, ACCEPTED FOR OR PROMOTED TO ENROLLMENT, OR INTENDING TO ENROLL OR BE PROMOTED TO DISTRICT SCHOOLS WITHIN TWELVE CALENDAR MONTHS. FOR PURPOSES OF THIS POLICY A PERSON, AS SPECIFIED ABOVE, SHALL BE CONSIDERED A "STUDENT" UNTIL GRADUATION, TRANSFER, PROMOTION OR WITHDRAWAL FROM THE DISTRICT SCHOOL. "HAZING," MEANS ANY INTENTIONAL, KNOWING, OR RECKLESS ACT COMMITTED BY A STUDENT, WHETHER INDIVIDUALLY OR IN CONCERT WITH OTHER PERSONS, AGAINST ANOTHER STUDENT AND 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. REPORT ALL ACTS OF HAZING TO A TEACHER OR AN ADMINISTRATOR IMMEDIATELY. THIS INFORMATION CAN BE REFERENCED IN GOVERNING BOARD POLICY JICFA.

IT IS BECOMING INCREASINGLY POPULAR FOR STUDENTS TO POST MATERIAL ON WEBSITES SUCH AS TWITTER, INSTAGRAM, SNAPCHAT OR FACEBOOK.. PLEASE BE AWARE THAT MATERIAL POSTED, EITHER AT HOME OR AT SCHOOL, COULD BE VIEWED AS HARASSMENT OR DISRUPTIVE TO THE EDUCATIONAL ENVIRONMENT. THIS IS NOT LIMITED TO WEB BASED SOCIAL NETWORKS ALONE: MATERIALS SENT VIA EMAIL, TEXT MESSAGING OR VOICEMAIL, COULD BE VIEWED AS HARASSMENT OR DISRUPTIVE TO THE EDUCATIONAL ENVIRONMENT. CONDUCT OFF CAMPUS DURING NON-SCHOOL HOURS COULD LEAD TO THE DISRUPTION OF THE EDUCATIONAL ENVIRONMENT. IN CASES WHERE IT IS HARASSMENT, OR LEADS TO THE DISRUPTION OF THE EDUCATIONAL ENVIRONMENT, STUDENTS WILL BE SUBJECT TO DISCIPLINARY ACTION.

## OFF-CAMPUS JURISDICTION

THE JURISDICTION OF THE SCHOOL IS PRIMARILY LIMITED TO THE SCHOOL PREMISES AND SCHOOL-SPONSORED FUNCTIONS. HOWEVER, VIOLATIONS IN CONDUCT BY STUDENTS:

- AT ANY SCHOOL ACTIVITY/ATHLETIC EVENT (HOME OR AWAY, DAY OR NIGHT)
- TO AND FROM SCHOOL OR SCHOOL ACTIVITIES, INCLUDING BUS STOPS
- IN CLASSROOMS
- ON CAMPUS
- ON ANY DISTRICT PROPERTY

COULD RESULT IN DISCIPLINARY ACTION, AS PER ARIZONA REVISED STATUTES 13-201.

SCHOOL RULES AND OTHER REASONABLE EXPECTATIONS OF ACCEPTABLE STUDENT BEHAVIOR ARE EXTENDED TO INCLUDE STUDENT CONDUCT WHILE OFF CAMPUS DURING THE REGULAR SCHOOL DAY. THIS INCLUDES THE STUDENT'S CONDUCT WHILE GOING TO AND FROM SCHOOL, DURING THE LUNCH HOUR, AND RELEASE TIME. SCHOOL AUTHORITIES MAY DISCIPLINE A STUDENT FOR ANY MISCONDUCT WHILE OFF CAMPUS DURING THE TIMES SPECIFIED ABOVE. THIS INFORMATION CAN BE REFERENCED IN GOVERNING BOARD POLICY JIC.

## **SEARCH & SEIZURE**

THE ADMINISTRATION HAS THE RIGHT TO SEARCH AND SEIZE PROPERTY, INCLUDING SCHOOL PROPERTY TEMPORARILY ASSIGNED TO STUDENTS, WHEN THERE IS REASON TO BELIEVE THAT SOME MATERIAL OR MATTER DETRIMENTAL TO HEALTH, SAFETY, AND WELFARE OF THE STUDENT(S) EXISTS. THIS WOULD ALSO INCLUDE PERSONAL PROPERTY SUCH AS BACKPACKS, BOOK BAGS, CLOTHING, OR OTHER ITEMS CARRIED BY THE STUDENTS. ITEMS PROVIDED BY THE SCHOOL FOR STORAGE (E.G. LOCKERS, DESKS) OF PERSONAL ITEMS ARE PROVIDED AS A CONVENIENCE TO THE STUDENT AND REMAIN THE PROPERTY OF THE SCHOOL AND ARE SUBJECT TO ITS CONTROL AND SUPERVISION. STUDENTS HAVE NO REASONABLE EXPECTANCY OF PRIVACY, AND SCHOOL PERSONNEL MAY INSPECT LOCKERS, DESKS, STORAGE AREAS, ETC., AT ANY TIME, WITH OR WITHOUT REASON, OR WITH OR WITHOUT NOTICE. THIS INFORMATION CAN BE REFERENCED IN GOVERNING BOARD POLICY JIH.

## **DUE PROCESS**

STUDENTS IN CHANDLER SCHOOLS HAVE RIGHTS. THEY ALSO HAVE THE RESPONSIBILITY TO RESPECT THE RIGHTS AND PROPERTY OF OTHERS. IF A STUDENT FAILS TO DO THIS, DISCIPLINARY ACTION WILL FOLLOW.

IN DISCIPLINARY CASES, EACH STUDENT IS ENTITLED TO DUE PROCESS. THIS MEANS YOU:

1. MUST BE INFORMED OF THE ACCUSATIONS AGAINST YOU.
2. MUST HAVE AN OPPORTUNITY TO ACCEPT OR DENY THE ACCUSATIONS.
3. MUST HAVE THE FACTUAL BASIS FOR ACCUSATION EXPLAINED TO YOU.
4. MUST HAVE A CHANCE TO PRESENT AN ALTERNATIVE FACTUAL POSITION IF THE ACCUSATIONS ARE DENIED.

## **OFF-CAMPUS SUSPENSION (OCS)**

AN OFF-CAMPUS SUSPENSION RESULTS IN REMOVAL OF THE STUDENT FROM REGULAR CLASSES. THE STUDENT WILL BE GIVEN WORK TO BE COMPLETED WHILE ON SUSPENSION. WHILE SERVING OCS, THE STUDENT WILL NOT PARTICIPATE IN ANY SCHOOL ACTIVITY OR BE PERMITTED ON ANY CUSD CAMPUS. A PARENT-ADMINISTRATOR CONFERENCE MAY BE REQUESTED PRIOR TO A STUDENT RETURNING TO CLASSES.

## **DANGEROUS ITEMS AND DEADLY WEAPONS BOARD POLICY JICI**

A STUDENT WILL BE RECOMMENDED FOR SUSPENSION/EXPULSION IF USING, DISPLAYING OR CARRYING ANY DANGEROUS INSTRUMENTS OR DEADLY WEAPONS OR FACSIMILES ON DISTRICT PROPERTY OR AT DISTRICT FUNCTIONS. THIS ALSO APPLIES TO STUDENTS WHO ASSIST ANOTHER STUDENT IN DISPLAYING, CARRYING OR POSSESSING DANGEROUS INSTRUMENTS OR DEADLY WEAPONS. ANY STUDENT AWARE OF A DANGEROUS INSTRUMENT OR WEAPON ON CAMPUS SHOULD IMMEDIATELY MAKE A REPORT TO SECURITY STAFF OR ADMINISTRATION.

FOR THE PURPOSES OF THIS POLICY:

- WEAPON MEANS ANY OF THE FOLLOWING: A FIREARM, A DESTRUCTIVE DEVICE, A DANGEROUS INSTRUMENT.
- SIMULATED WEAPON MEANS AN INSTRUMENT DISPLAYED OR REPRESENTED AS A WEAPON.
- FIREARM MEANS ANY OF THE FOLLOWING: ANY LOADED OR UNLOADED GUN THAT WILL, THAT IS DESIGNED TO, OR THAT MAY READILY BE CONVERTED TO EXPEL A PROJECTILE BY THE ACTION OF AN EXPLOSIVE; THE FRAME OR RECEIVER OF ANY SUCH FIREARM; ANY FIREARM MUFFLER OR SILENCER; ANY EXPLOSIVE, INCENDIARY, POISON GAS, BOMB, GRENADE, ROCKET HAVING A PROPELLANT CHARGE OF MORE THAN FOUR OUNCES, MISSILE HAVING AN EXPLOSIVE CHARGE OF MORE THAN ONE-FOURTH OUNCE, MINE, OR SIMILAR DEVICE; ANY COMBINATION OF PARTS THAT COULD BE READILY ASSEMBLED TO FORM A FIREARM.
- DESTRUCTIVE DEVICE MEANS: ANY DEVICE OTHER THAN A FIREARM THAT WILL, OR IS DESIGNED TO, OR MAY BE READILY CONVERTED TO EXPEL A PROJECTILE BY ANY MEANS OF PROPULSION, SUCH AS A BB/PELLET GUN, SLINGSHOT, BOW, OR CROSSBOW; ANY COLLECTION OF PARTS THAT COULD BE READILY ASSEMBLED TO FORM A DESTRUCTIVE DEVICE.

- DANGEROUS INSTRUMENT MEANS ANYTHING OTHER THAN A FIREARM OR DESTRUCTIVE DEVICE THAT IS CARRIED, POSSESSED, USED, THREATENED TO BE USED, OR DISTRIBUTED BY A STUDENT WITH THE INTENT TO INTIMIDATE OR HARM ANOTHER PERSON OR PROPERTY OR WITH RECKLESS DISREGARD FOR THE SAFETY OF OTHERS.
- SCHOOL PREMISES MEANS THE SCHOOL, SCHOOL GROUNDS, SCHOOL BUSES, OR ANY PREMISES, GROUNDS, OR VEHICLES USED FOR SCHOOL PURPOSES AND INCLUDES PREMISES WHERE SCHOOL-SPONSORED EVENTS (FOR EXAMPLE, ATHLETIC GAMES AND COMPETITIONS, MUSIC COMPETITIONS, ETC.) ARE HELD AWAY FROM DISTRICT PROPERTY.
- DEADLY WEAPON MEANS ANY WEAPON DESIGNED FOR LETHAL USE, INCLUDING A FIREARM.

**BULLYING/HARASSMENT/INTIMIDATION**  
**BOARD POLICY SUMMARY**

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 PARTICIPATION AS MEMBERS OF SOCIETY. TO ASSIST IN ACHIEVING A SCHOOL ENVIRONMENT BASED ON THE BELIEFS OF THE GOVERNING BOARD, BULLYING, HARASSMENT OR INTIMIDATION AS DEFINED BY THIS POLICY WILL NOT BE TOLERATED.

**BULLYING** = OCCURS OVER AN EXTENDED PERIOD OF TIME, AND MAY INCLUDE, BUT IS 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; DAMAGE TO OR THEFT OF PERSONAL PROPERTY.

**CYBERBULLYING** = ANY ACT OF BULLYING COMMITTED BY USE OF ELECTRONIC TECHNOLOGY OR ELECTRONIC COMMUNICATION DEVICES; TELEPHONIC DEVICES, SOCIAL NETWORKING, INTERNET 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** = INTENTIONAL DISRUPTIVE OR THREATENING BEHAVIOR BY A STUDENT(S) TO ANOTHER STUDENT(S); INCLUDES, BUT ARE NOT LIMITED TO, STALKING, HAZING, SOCIAL EXCLUSION, NAME CALLING UNWANTED PHYSICAL CONTACT, UNWELCOME VERBAL OR WRITTEN COMMENTS, PHOTOGRAPHS AND GRAPHICS; HARASSMENT, DIRECT OR INDIRECT, MAY BE RELATED, BUT NOT LIMITED TO, RACE, RELIGIOUS ORIENTATION, SEXUAL PREFERENCE, CULTURAL BACKGROUND, ECONOMIC STATUS, SIZE OR PERSONAL APPEARANCE.

**INTIMIDATION** = INTENTIONAL BEHAVIOR BY A STUDENT(S) THAT PLACES ANOTHER STUDENT(S) IN FEAR OF HARM OF PERSON OR PROPERTY; MAY BE MANIFESTED EMOTIONALLY OR PHYSICALLY, DIRECTLY OR INDIRECTLY, AND BY USE OF SOCIAL MEDIA.

STUDENTS ARE PROHIBITED FROM BULLYING, HARASSING, AND INTIMIDATING OTHERS 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.

IF A STUDENT WHO IS EXPERIENCING OR BELIEVES ANOTHER STUDENT IS EXPERIENCING ***BULLYING, HARASSMENT, OR INTIMIDATION***, THE FOLLOWING PROCESS IS IN PLACE TO ADDRESS THE ISSUE:

1. REPORT THE SITUATION TO AN ADMINISTRATOR OR APPROPRIATE SCHOOL EMPLOYEE IMMEDIATELY. SCHOOL PERSONNEL SHALL MAINTAIN CONFIDENTIALITY OF THE REPORTED INFORMATION.
2. A DETAILED VERBAL OR WRITTEN DESCRIPTION OF THE INCIDENT MUST BE PROVIDED ON APPROPRIATE SCHOOL FORMS AND SUBMITTED TO THE PRINCIPAL OR ADMINISTRATOR AS PROMPTLY AS POSSIBLE.
3. THE ADMINISTRATOR WILL PROVIDE THE STUDENT WITH A WRITTEN COPY OF THE STUDENT RIGHTS POLICY, AND SUPPORT SERVICES AVAILABLE TO THE STUDENT
4. THE ADMINISTRATOR WILL NOTIFY THE STUDENT'S PARENT/GUARDIAN OF THE REPORT.

5. THE ADMINISTRATOR WILL INVESTIGATE ALL REPORTS.
6. IF BULLYING, HARASSMENT, OR INTIMIDATION HAS OCCURRED, *DISCIPLINE WILL BE ADMINISTERED PURSUANT TO BOARD POLICIES JK, JKD, AND JKE.*
7. REGARDLESS OF THE OUTCOME OF THE INVESTIGATION, THE PRINCIPAL WILL MEET WITH THE INVOLVED STUDENTS TO REVIEW THE FINDINGS OF THE INVESTIGATION.
8. PARENTS/GUARDIANS OF THE INVOLVED STUDENTS SHALL BE INFORMED OF THE FINDINGS OF THE INVESTIGATION.

DOCUMENTATION RELATED TO REPORTED BULLYING, HARASSMENT, OR INTIMIDATION AND SUBSEQUENT INVESTIGATIONS SHALL BE MAINTAINED BY THE DISTRICT FOR NOT LESS THAN SIX (6) YEARS. RESTRICTIONS ESTABLISHED BY FERPA ON DISCLOSURE OF PERSONALLY IDENTIFIABLE STUDENT INFORMATION WILL BE OBSERVED AT ALL TIMES.

**APPROPRIATE USE OF TECHNOLOGY –  
STUDENT USE OF PERSONAL TECHNOLOGY  
BOARD POLICY IJNDC-R SUMMARY**

THE GOVERNING BOARD INTENDS THAT TECHNOLOGICAL RESOURCES PROVIDED BY THE DISTRICT BE USED IN A SAFE RESPONSIBLE AND PROPER MANNER IN SUPPORT OF THE INSTRUCTIONAL PROGRAM AND FOR THE ADVANCEMENT OF STUDENT LEARNING. THE CHANDLER UNIFIED SCHOOL DISTRICT VIEWS THE USE OF ELECTRONIC RESOURCES AS CENTRAL TO THE DELIVERY OF ITS EDUCATIONAL PROGRAM, AND AS SUCH MAINTAINS THE EXPECTATION THAT ALL STUDENTS WILL USE ELECTRONIC RESOURCES AS AN ESSENTIAL PART OF THEIR LEARNING EXPERIENCES. IT IS THE POLICY OF THE CHANDLER UNIFIED SCHOOL DISTRICT TO MAINTAIN AN ENVIRONMENT THAT PROMOTES ETHICAL AND RESPONSIBLE CONDUCT IN ALL ELECTRONIC RESOURCE ACTIVITIES BY STAFF AND STUDENTS.

STUDENTS ARE AUTHORIZED TO USE DISTRICT EQUIPMENT AND PERSONAL ELECTRONIC DEVICES TO ACCESS THE INTERNET OR OTHER ONLINE SERVICES IN ACCORDANCE WITH BOARD POLICY, THE USE OBLIGATIONS AND RESPONSIBILITIES SPECIFIED BELOW AND OUTLINES IN THE DISTRICT’S **ACCEPTABLE USE AGREEMENT**.

- *STUDENTS SHALL USE THE DISTRICT’S SYSTEM SAFELY AND FOR EDUCATIONAL PURPOSES ONLY.*
- *STUDENTS SHALL NOT USE THE DISTRICT’S ELECTRONIC INFORMATION SERVICES TO ENCOURAGE OR FACILITATE THE USE OF DRUGS, ALCOHOL OR TOBACCO, OR OTHER UNETHICAL ACTIVITIES.*
- *STUDENTS ARE PROHIBITED FROM ACCESSING, POSTING, SUBMITTING, PUBLISHING OR DISPLAYING HARMFUL OR INAPPROPRIATE MATERIAL THAT IS THREATENING, OBSCENE, DISRUPTIVE, OR SEXUALLY EXPLICIT, OR THAT COULD BE DEFINED AS HARASSMENT BASED ON RACE/ETHNICITY, SEX, GENDER, SEXUAL ORIENTATION, AGE, DISABILITY, RELIGION OR POLITICAL BELIEFS.*
- *STUDENTS SHALL NOT DISCLOSE, USE OR DISSEMINATE PERSONAL IDENTIFICATION INFORMATION ABOUT THEMSELVES OR OTHERS WHEN USING EMAIL, CHAT ROOMS OR OTHER FORMS OF ELECTRONIC COMMUNICATION, UNLESS INSTRUCTED TO DO SO BY SCHOOL PERSONNEL.*
- *STUDENTS SHALL NOT USE THE SYSTEM TO THREATEN, INTIMIDATE, HARASS OR RIDICULE OTHER STUDENTS OR STAFF.*
- *ALL MATERIALS UTILIZED FOR RESEARCH PROJECTS SHOULD BE APPROPRIATELY SITED AS WITH OTHER PRINTED SOURCES OF INFORMATION.*
- *VANDALISM WILL RESULT IN THE CANCELLATION OF USER PRIVILEGES OR MORE SEVERE CONSEQUENCES.*
- *STUDENTS SHALL NOT READ OTHER USERS’ EMAIL OR FILES WITHOUT PERMISSION. NOR SHALL THEY ATTEMPT TO READ, DELETE, MODIFY OR USE ANOTHER’S IDENTITY ELECTRONICALLY.*
- *STUDENTS SHALL REPORT ANY SECURITY PROBLEM OR MISUSE OF THE NETWORK TO APPROPRIATE SCHOOL PERSONNEL.*

BEFORE A STUDENT MAY USE DISTRICT TECHNOLOGY AND/OR PERSONAL ELECTRONIC DEVICES, THE STUDENT AND HIS/HER PARENT/GUARDIAN SHALL SIGN THE FOLLOWING DOCUMENTS OUTLINING THE EXPECTATIONS AND RESPONSIBILITIES:

- **BRING YOUR OWN TECHNOLOGY RESPONSIBILITY USE AGREEMENT**
- **ACCEPTABLE USE AGREEMENT.**

THE DISTRICT RESERVES THE RIGHT TO MONITOR USE OF THE DISTRICT’S SYSTEMS FOR IMPROPER USE WITHOUT WARNING OR PRIOR CONSENT. STUDENTS SHALL BE INFORMED THAT COMPUTER FILES AND ELECTRONIC

COMMUNICATIONS, INCLUDING EMAIL, ARE NOT PRIVATE AND MAY BE ACCESSED BY THE DISTRICT AT ANY TIME. WHEN A STUDENT VIOLATES ANY PART OF THE POLICY, THE PRINCIPAL OR DESIGNEE MAY CANCEL OR LIMIT THE STUDENT'S USER PRIVILEGES OR INCREASE SUPERVISION OF THE STUDENT'S USE OF TECHNOLOGICAL RESOURCES AS APPROPRIATE. INAPPROPRIATE USE MAY RESULT IN DISCIPLINARY ACTION AND/OR LEGAL ACTION IN ACCORDANCE WITH THE LAW AND BOARD POLICY.

## **SEXUAL HARASSMENT INVOLVING STUDENTS** **BOARD POLICY ACAB SUMMARY**

***PROHIBITION AGAINST SEXUAL HARASSMENT.*** SEXUAL HARASSMENT IS PROHIBITED.

***TYPES OF PROHIBITED SEXUAL HARASSMENT.*** SEXUAL HARASSMENT IS UNWELCOME CONDUCT OF A SEXUAL NATURE. IT CAN TAKE TWO FORMS:

- ***QUID PRO QUO HARASSMENT*** OCCURS WHEN A SCHOOL EMPLOYEE OR PERSON OF AUTHORITY CAUSES A STUDENT TO BELIEVE THAT HE OR SHE MUST SUBMIT TO UNWELCOME SEXUAL CONDUCT IN ORDER TO PARTICIPATE IN A SCHOOL PROGRAM OR ACTIVITY. IT CAN ALSO OCCUR WHEN AN EMPLOYEE OR PERSON OF AUTHORITY CAUSES A STUDENT TO BELIEVE THAT THE EMPLOYEE OR PERSON OF AUTHORITY WILL MAKE AN EDUCATIONAL DECISION BASED ON WHETHER OR NOT THE STUDENT SUBMITS TO UNWELCOME SEXUAL CONDUCT.
- ***HOSTILE ENVIRONMENT HARASSMENT*** OCCURS WHEN UNWELCOME CONDUCT OF A SEXUAL NATURE IS SO SEVERE, PERSISTENT OR PERVASIVE THAT IT AFFECTS A STUDENT'S ABILITY TO PARTICIPATE IN OR BENEFIT FROM AN EDUCATION PROGRAM OR ACTIVITY, OR CREATES AN INTIMIDATING, THREATENING OR ABUSIVE EDUCATIONAL ENVIRONMENT. A HOSTILE ENVIRONMENT CAN BE CREATED BY A SCHOOL EMPLOYEE, ANOTHER STUDENT OR SOMEONE VISITING THE SCHOOL

***EXAMPLES OF SEXUAL HARASSMENT.*** SEXUAL HARASSMENT CAN TAKE MANY FORMS AND CAN OCCUR ON OR OFF SCHOOL CAMPUS (I.E. ON FIELD TRIPS, ON OFF-CAMPUS ATHLETIC EVENTS). GIRLS CAN SEXUALLY HARASS GIRLS AND BOYS CAN SEXUALLY HARASS BOYS. DEPENDING UPON THE CIRCUMSTANCES, SEXUAL HARASSMENT MAY INCLUDE, BUT IS NOT LIMITED TO:

- *SUGGESTIVE OR OBSCENE LETTERS, NOTES, OR INVITATIONS OR DISPLAY OF SEXUALLY SUGGESTIVE OBJECTS, PICTURES, OR CARTOONS.*
- *SEXUALLY DEROGATORY COMMENTS, SLURS, OR JOKES.*
- *SEXUAL NAME CALLING OR SPREADING OF RUMORS OF A SEXUAL NATURE.*
- *SEXUAL TOUCHING, IMPEDING OR BLOCKING MOVEMENT, OR LEERING GESTURES.*
- *CONTINUING TO EXPRESS SEXUAL INTEREST AFTER BEING INFORMED THAT THE INTEREST IS UNWELCOME.*
- *WITHHOLDING EARNED OR DESERVED GRADES OR CREDITS BECAUSE THE STUDENT REPORTS THE SEXUAL HARASSMENT BEHAVIOR OR FAILS TO COMPLY WITH THE SEXUAL REQUEST, OR IMPLYING OR THREATENING THAT EARNED OR DESERVED GRADES OR CREDITS WILL BE WITHHELD IF THE STUDENT REPORTS THE SEXUAL HARASSMENT BEHAVIOR OR FAILS TO COMPLY WITH THE SEXUAL REQUESTS.*
- *SUGGESTING THAT A SCHOLARSHIP OR COLLEGE APPLICATION WILL BE DENIED IF THE STUDENT REPORTS THE SEXUAL HARASSMENT BEHAVIOR OR FAILS TO COMPLY WITH SEXUAL REQUESTS, OR ACTUALLY TAKING ACTION TO SEE THAT A SCHOLARSHIP*

RECOMMENDATION OR COLLEGE APPLICATION WILL BE DENIED IF THE STUDENT REPORTS THE SEXUAL HARASSMENT BEHAVIOR OR FAILS TO COMPLY WITH THE SEXUAL REQUESTS.

- ANY COERCIVE SEXUAL BEHAVIOR USED TO CONTROL, INFLUENCE, OR AFFECT EDUCATIONAL OPPORTUNITIES, GRADES, AND/OR THE LEARNING ENVIRONMENT OF A STUDENT, INCLUDING A REQUEST FOR SEXUAL FAVOR FROM A PERSON OF AUTHORITY.

**GENDER BASED HARASSMENT.** GENDER BASED HARASSMENT IS A FORM OF PROHIBITED SEXUAL HARASSMENT THAT OCCURS BECAUSE A STUDENT DOES NOT CONFORM TO GENDER STEREOTYPES.

**PROMPT AND THOROUGH INVESTIGATION.** IF HARASSMENT IS REPORTED, OR IF IT IS WIDESPREAD OR WELL KNOWN TO STUDENTS AND STAFF, THE DISTRICT SHALL RESPOND. THE DISTRICT WILL INVESTIGATE AND DOCUMENT ALLEGED ACTS OF SEXUAL HARASSMENT IN A PROMPT AND THOROUGH MANNER.

**PROMPT REMEDIAL AND/OR DISCIPLINARY ACTION.** IF THE DISTRICT DETERMINES THAT SEXUAL HARASSMENT HAS OCCURRED, THE DISTRICT WILL TAKE EFFECTIVE STEPS TO END THE HARASSMENT AND PREVENT IT FROM HAPPENING AGAIN.

THE DISTRICT SHALL TAKE PROMPT REMEDIAL AND/OR DISCIPLINARY ACTION AGAINST INDIVIDUALS WHO HAVE ENGAGED IN ACTIVITIES PROHIBITED BY THIS POLICY. STUDENTS AND EMPLOYEES SHALL BE DISCIPLINED IN ACCORDANCE WITH APPLICABLE DISCIPLINE POLICIES AND GUIDELINES. DISCIPLINARY CONSEQUENCES MAY INCLUDE BUT ARE NOT LIMITED TO SUSPENSION FROM SCHOOL OR EXPULSION FROM THE DISTRICT. DISCIPLINARY CONSEQUENCES FOR EMPLOYEES MAY INCLUDE BUT ARE NOT LIMITED TO SUSPENSION WITHOUT PAY OR DISMISSAL. POSSIBLE REMEDIATION ACTIONS MAY BE BUT NOT LIMITED TO EDUCATION TRAINING AND COUNSELING.

**REPORTS OF POSSIBLE CRIMES.** WHEN THE ALLEGED SEXUAL HARASSMENT MAY ALSO CONSTITUTE A CRIME, THE INCIDENT SHALL BE REPORTED PROMPTLY TO THE APPROPRIATE LAW ENFORCEMENT AGENCY. THE DISTRICT SHALL NOT WAIT FOR THE CONCLUSION OF A CRIMINAL INVESTIGATION OR A CRIMINAL PROCEEDING TO BEGIN ITS OWN INVESTIGATION. IF NECESSARY, THE DISTRICT MUST TAKE INTERIM PREVENTATIVE MEASURES TO ENSURE THE SAFETY OF THE ALLEGED VICTIMS AND OF THE LARGER SCHOOL COMMUNITY DURING THE CRIMINAL INVESTIGATION OR CRIMINAL PROCEEDING.

**CHILD ABUSE REPORTING.** A SCHOOL EMPLOYEE WHO REASONABLY BELIEVES THAT A MINOR HAS BEEN THE VICTIM OF PHYSICAL INJURY, ABUSE, CHILD ABUSE OR NEGLECT THAT APPEARS TO HAVE BEEN INFLICTED BY OTHER THAN ACCIDENTAL MEANS OR THAT IS NOT EXPLAINED BY THE AVAILABLE MEDICAL HISTORY AS BEING ACCIDENTAL SHALL MAKE A MANDATORY REPORT IN ACCORDANCE WITH DISTRICT REGULATION [JLF-RB](#). THE REQUIREMENT TO REPORT SUSPECTED ABUSE IS APPLICABLE WHETHER THE ALLEGED ABUSER IS A STUDENT OR AN ADULT.

**CONFIDENTIALITY.** ALL MATTERS INVOLVING COMPLAINTS OF SEXUAL HARASSMENT WILL REMAIN CONFIDENTIAL TO THE EXTENT POSSIBLE.

**NON-RETALIATION.** RETALIATION IN ANY FORM FOR FILING A REPORT OF SEXUAL HARASSMENT OR PARTICIPATING IN AN INVESTIGATION RELATING TO SEXUAL HARASSMENT IS PROHIBITED. PERSONS WHO HAVE BEEN DETERMINED TO HAVE RETALIATED WILL BE SUBJECT TO DISCIPLINARY ACTION.

*THIS IS A SUMMARY OF POLICY ACAB. THE COMPLETE VERSION OF THIS DOCUMENT CAN BE FOUND AT THE FOLLOWING LOCATIONS:*

- DISTRICT WEBSITE: [WWW.CUSD80.COM/ACABPOLICYSUMMARY](http://www.cusd80.com/ACABPOLICYSUMMARY)

- ALSO LINKED FROM EVERY SCHOOL WEBSITE TO:  
[www.cusd80.com/ACABPOLICYSUMMARY](http://www.cusd80.com/ACABPOLICYSUMMARY)
- PRINCIPAL'S OFFICE (HARD COPY)

QUESTIONS, COMPLAINTS, OR REQUEST FOR ADDITIONAL INFORMATION REGARDING THIS POLICY MAY BE FORWARDED TO THE DESIGNATED COMPLIANCE COORDINATOR:

## **STUDENT INTERROGATIONS, SEARCHES AND ARRESTS** **BOARD POLICY J-3400 JIH-R SUMMARY**

### ***INTERVIEWS***

SCHOOL OFFICIALS MAY QUESTION STUDENTS WITHOUT LIMITATION WITH REGARDS TO ALL RELEVANT MATTERS. THE PARENT WILL BE CONTACTED IF A STUDENT INTERVIEWED IS THEN SUBJECT TO DISCIPLINE FOR A SERIOUS OFFENSE. A STUDENT MAY DECLINE AT ANY TIME TO BE INTERVIEWED BY THE SCHOOL RESOURCE OFFICER (SRO) OR ANOTHER PEACE OFFICER.

***CHILD ABUSE CASES:*** IF A CHILD PROTECTIVE SERVICES (CPS) WORKER OR PEACE OFFICER ENTERS THE CAMPUS REQUESTING TO INTERVIEW A STUDENT ATTENDING THE SCHOOL, THE SCHOOL ADMINISTRATOR SHALL BE NOTIFIED. ACCESS TO INTERVIEW SHALL BE GRANTED WHEN THE CHILD TO BE INTERVIEWED IS THE SUBJECT OF OR IS THE SIBLING OF OR IS LIVING WITH THE CHILD WHO IS THE SUBJECT OF AN ABUSE OR ABANDONMENT INVESTIGATION. THE PERSONNEL OF THE DISTRICT SHALL COOPERATE WITH THE INVESTIGATING CHILD PROTECTIVE SERVICES WORKER OR PEACE OFFICER. IF A STUDENT IS TAKEN INTO TEMPORARY CUSTODY IN ACCORDANCE WITH A.R.S. [8-821](#), THE CHILD PROTECTIVE SERVICES WORKER OR PEACE OFFICER MAY BE REMINDED TO NOTIFY THE STUDENT'S PARENT OF THE CUSTODY, PURSUANT TO A.R.S. [8-823](#). THE CHILD PROTECTIVE SERVICES WORKER OR PEACE OFFICER SHALL BE REQUESTED TO ESTABLISH PROPER IDENTIFICATION AND COMPLETE AND SIGN A "FORM FOR SIGNATURE OF INTERVIEWING OFFICER." SIX (6) HOURS FOLLOWING THE RELINQUISHMENT OF CUSTODY BY THE SCHOOL, SCHOOL PERSONNEL MAY RESPOND TO INQUIRIES ABOUT THE TEMPORARY CUSTODY OF THE CHILD AND MAY, IF CONSIDERED NECESSARY, CALL THE PARENT.

***CASES WHERE SCHOOL SAFETY IS NOT AN ISSUE:*** IF A PEACE OFFICER ENTERS THE CAMPUS REQUESTING TO INTERVIEW A STUDENT ATTENDING THE SCHOOL ON AN ISSUE OTHER THAN UPON REQUEST OF THE SCHOOL OR FOR ABUSE OR ABANDONMENT, THE SCHOOL ADMINISTRATOR SHALL BE NOTIFIED. IF THE OFFICER DIRECTS THAT PARENTS ARE NOT TO BE CONTACTED BECAUSE THE INTERVIEW IS RELATED TO CRIMINAL ACTIVITY OF THE PARENT(S)/GUARDIAN, THE SCHOOL OFFICIAL SHALL COMPLY WITH THE REQUEST. UNLESS THESE CIRCUMSTANCES EXIST THE PARENT WILL BE CONTACTED AND WILL BE ASKED IF THEY WISH THE STUDENT TO BE INTERVIEWED. IF THE PARENT CONSENTS THE PARENT WILL BE REQUESTED TO BE PRESENT OR TO AUTHORIZE THE INTERVIEW IN THEIR ABSENCE WITHIN THE SCHOOL DAY OF THE REQUEST. WHERE AN ATTEMPT WAS MADE AND THE PARENT(S) COULD NOT BE REACHED OR DID NOT CONSENT WITHIN THE SCHOOL DAY OF THE REQUEST, THE PEACE OFFICER WILL THEN BE REQUESTED TO CONTACT THE PARENT(S) AND MAKE ARRANGEMENTS TO QUESTION THE STUDENT AT ANOTHER TIME AND PLACE.

***CASES WHERE STUDENT SAFETY IS AN ISSUE:*** WHEN A PEACE OFFICER IS PRESENT ON THE CAMPUS TO INTERVIEW STUDENTS AT THE REQUEST OF SCHOOL AUTHORITIES DUE TO CONCERNS FOR THE SAFETY OF THE STUDENTS IN THE SCHOOL POPULATION, PARENT CONTACT SHALL ONLY BE MADE IF A STUDENT IS TAKEN INTO CUSTODY OR FOLLOWING THE DETERMINATION THAT THE STUDENT MAY BE SUBJECT TO DISCIPLINE FOR A SERIOUS OFFENSE. THE SRO, PRESENT AT THE REQUEST OF THE SCHOOL FOR THE CONTINUED MAINTENANCE OF SAFETY AND ORDER, MAY INTERVIEW STUDENTS

AS NECESSARY REGARDING SCHOOL RELATED ISSUES AS DETERMINED BY SCHOOL OFFICIALS AND PARENTS WILL BE CONTACTED IF THE STUDENT IS TO BE TAKEN INTO CUSTODY OR IF THE STUDENT IS SUBJECT TO DISCIPLINE FOR A SERIOUS OFFENSE.

## **SEARCHES**

SCHOOL OFFICIALS HAVE THE RIGHT TO SEARCH AND SEIZE PROPERTY, INCLUDING SCHOOL PROPERTY ASSIGNED TO STUDENTS, WHEN HEALTH, SAFETY, AND/OR WELFARE OF THE STUDENT(S) IS IN JEOPARDY, OR WHEN THERE IS REASON TO BELIEVE THAT A SEARCH WILL TURN UP EVIDENCE THAT THE STUDENT HAS VIOLATED SCHOOL RULES OR THE LAW. SEARCHES MAY ALSO INCLUDE A STUDENT'S PERSONAL PROPERTY SUCH AS BACKPACKS, POCKETS, AND OTHER PERSONAL EFFECTS. DISROBING OF A STUDENT IS OVERLY INTRUSIVE FOR PURPOSES OF MOST STUDENT SEARCHES AND IS IMPROPER WITHOUT EXPRESS CONCURRENCE FROM SCHOOL DISTRICT COUNSEL.

ITEMS PROVIDED BY THE DISTRICT FOR STORAGE (E.G., LOCKERS, DESKS) BY STUDENTS ARE SCHOOL PROPERTY AND ARE SUBJECT TO ITS CONTROL AND SUPERVISION. STUDENTS HAVE NO REASONABLE EXPECTANCY OF PRIVACY IN SCHOOL-PROVIDED LOCKERS, DESKS OR OTHER STORAGE AREAS, AND MAY BE INSPECTED AT ANY TIME WITH OR WITHOUT REASON, OR WITH OR WITHOUT NOTICE, BY SCHOOL PERSONNEL. THE DISTRICT RESERVES THE RIGHT TO MONITOR AND INSPECT THE STUDENT USE OF THE DISTRICT'S TECHNOLOGY, INTERNET AND NETWORK SYSTEMS, WITH OR WITHOUT REASON, OR WITH OR WITHOUT NOTICE, BY SCHOOL PERSONNEL.

## **ARRESTS**

WHEN A PEACE OFFICER ENTERS A CAMPUS PROVIDING A WARRANT OR SUBPOENA, OR COMES WITH THE INTENT OF TAKING A STUDENT INTO CUSTODY, THE PEACE OFFICER WILL PROVIDE PROPER IDENTIFICATION, AND COMPLETE AND SIGN A FORM REQUIRED OF AN ARRESTING AND/OR INTERVIEWING OFFICER FOR THE SCHOOL. THE SCHOOL STAFF SHALL COOPERATE WITH THE OFFICER, AND MAY RESPOND TO PARENTAL INQUIRIES ABOUT THE ARREST. THE SCHOOL MAY EXPLAIN THE RELINQUISHMENT OF CUSTODY BY THE SCHOOL AND THE LOCATION OF THE STUDENT, IF KNOWN, UPON CONTACT BY THE PARENT.

### **CUSD DISCIPLINE PROCEDURES**

THE FOLLOWING CHART SHOWS THE MINIMUM AND MAXIMUM RANGE OF DISCIPLINARY ACTION THAT WILL BE TAKEN FOR EACH PROBLEM AREA. THESE STATEMENTS ARE GUIDELINES ONLY AND DO NOT LIMIT THE JUDGMENT OF THE ADMINISTRATOR WHO MUST ASSESS THE SITUATION AND THE STUDENT'S BEHAVIORAL HISTORY. SCHOOL RULES APPLY WHEN A STUDENT IS ATTENDING SCHOOL, ON SCHOOL GROUNDS, AT SCHOOL-SPONSORED EVENTS, TRAVELING TO OR FROM SCHOOL (INCLUDING BUS STOPS), ON ANY DISTRICT PROPERTY, OR WHEN THE STUDENT IS ENGAGED IN MISCONDUCT THAT AFFECTS THE CLIMATE OF THE SCHOOL. FOR FURTHER INFORMATION, REFER TO THE POLICY HANDBOOK LOCATED ON THE DISTRICT WEBSITE AT [WW2.CHANDLER.K12.AZ.US](http://ww2.chandler.k12.az.us).

<b><u>INFRACTIONS</u></b>	<b><u>DEFINITION</u></b>	<b><u>CONSEQUENCE/ RANGE</u></b>
ABSENCE WITHOUT PERMISSION	ABSENCE FROM CLASS WITHOUT PARENTAL PERMISSION. PARENT MUST CONTACT SCHOOL WITHIN 24 HOURS	CONFERENCE – CONTACT CUSD TRUANCY OFFICER – REFERRAL TO



	OF ABSENCE IN ORDER FOR IT TO BE EXCUSED. TRUANCY LAWS APPLY.	CHANDLER JUSTICE COURT — ALTERNATIVE PLACEMENT — SUSPENSION
ALCOHOL (POSSESSION, USE, DISTRIBUTION)	(LIQUOR LAW VIOLATIONS; POSSESSION, USE, DISTRIBUTION AND SALE) THE VIOLATION OF LAWS OR ORDINANCES PROHIBITING THE MANUFACTURE, SALE, DISTRIBUTION, PURCHASE, TRANSPORTATION, POSSESSION, OR USE OF INTOXICATING ALCOHOLIC BEVERAGES OR SUBSTANCES REPRESENTED AS ALCOHOL. THIS WOULD INCLUDE BEING INTOXICATED AT SCHOOL, SCHOOL-SPONSORED EVENTS AND ON SCHOOL-SPONSORED TRANSPORTATION.	SUSPENSION — EXPULSION POLICE REPORT
ARSON	KNOWINGLY AND UNLAWFULLY DAMAGING SCHOOL OR PERSONAL PROPERTY BY FIRE OR EXPLOSION.	RESTITUTION AND: SUSPENSION — EXPULSION POLICE REPORT
ASSAULT	A PHYSICAL ATTACK OR FIGHT INCLUDES AN ACTUAL AND INTENTIONAL TOUCHING OR STRIKING OF ANOTHER PERSON AGAINST HIS OR HER WILL OR THE INTENTIONAL CAUSING OF PHYSICAL INJURY TO AN INDIVIDUAL. THIS INCLUDES SITUATIONS IN WHICH ONE PERSON OR GROUP OF PERSONS PHYSICALLY ATTACKS OR “BEATS UP ON” ANOTHER PERSON WHO DOES NOT WISH TO ENGAGE IN THE CONFLICT.	SUSPENSION — EXPULSION  POLICE REPORT
BULLYING	OCCURRING OVER AN EXTENDED PERIOD OF TIME, 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; DAMAGE TO OR THEFT OF PERSONAL PROPERTY.	CONFERENCE — SUSPENSION — EXPULSION  POLICE REPORT
BUS MISUSE	NOT FOLLOWING DESIGNATED BUS RULES.	REFER TO CUSD BUS INFRACTIONS.

CHEATING/PLAGIARISM	COPYING THE WORK OF OTHERS AND SUBMITTING IT AS YOUR OWN, OBTAINING UNAUTHORIZED AND UNDOCUMENTED MATERIAL FROM THE INTERNET, USE OF CELL PHONE FOR TRANSMITTING TEST ITEMS OR OTHER SECURED INFORMATION, OR SECURING TEACHER MATERIAL OR WORK IN A DISHONEST OR UNAUTHORIZED WAY. SCHOOLS MAY HAVE MORE RESTRICTIVE GUIDELINES.	CONFERENCE — REMOVAL FROM CLASS REFER TO SCHOOL POLICY
CYBERBULLYING	ANY ACT OF BULLYING COMMITTED BY USE OF ELECTRONIC TECHNOLOGY OR ELECTRONIC COMMUNICATION DEVICES TELEPHONIC DEVICES, SOCIAL NETWORKING, INTERNET 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.	CONFERENCE SUSPENSION- EXPULSION  POLICE REPORT
DANGEROUS ITEM	A DANGEROUS ITEM USED TO CAUSE BODILY INJURY TO, THREATEN, OR INTIMIDATE ANOTHER PERSON MAY BE CLASSIFIED AS A DANGEROUS INSTRUMENT. THIS INCLUDES, BUT IS NOT LIMITED TO: B.B. GUN, PAINTBALL GUN, PELLET GUN, TASER OR STUN GUN, RAZOR BLADE.	SUSPENSION — EXPULSION  POLICE REPORT
DEFIANCE/DISRESPECT OF AUTHORITY	REFUSAL TO COMPLY WITH REASONABLE REQUESTS OF SCHOOL PERSONNEL OR REFUSAL TO OBEY CLASSROOM AND SCHOOL RULES.	CONFERENCE — SUSPENSION
DESTRUCTIVE DEVICES (OTHER THAN FIREARMS)	POSSESSION, USE OR DISTRIBUTION OF ANY DEVICE THAT IS DESIGNED TO (OR MAY READILY BE CONVERTED TO) EXPEL A PROJECTILE BY THE ACTION OF AN EXPLOSIVE. THIS INCLUDES STARTER GUN, BOMBS, GRENADES, MINES, ROCKETS, MISSILES, PIPE BOMBS, COMBUSTIBLE OR POISONOUS GASES OR SIMILAR DEVICES THAT EXPLODE AND ARE CAPABLE OF CAUSING BODILY HARM OR PROPERTY DAMAGE.	SUSPENSION- EXPULSION  POLICE REPORT
DISRUPTIVE BEHAVIOR —	THE ACT OF BEING INVOLVED IN BEHAVIOR WHICH DISRUPTS THE EDUCATIONAL PROCESS OF OTHER STUDENTS ON THE CAMPUS OR DISREGARDING THE SUGGESTIONS AND CORRECTIVE EFFORTS OF THE TEACHER	CONFERENCE — SUSPENSION

OR OTHER SCHOOL PERSONNEL. THIS INCLUDES SWEARING AND VULGAR LANGUAGE/BEHAVIOR.

DRESS CODE VIOLATION

DRESSING IN A MANNER THAT MAY RESULT IN A DISTRACTION OR DISRUPTION OF A SAFE ENVIRONMENT. ATTIRE THAT SUGGESTS INVOLVEMENT IN GANG ACTIVITY OR ANY APPAREL THAT IS SUGGESTIVE, OBSCENE, LEWD, SHOWS VULGAR LANGUAGE OR SYMBOLS, OR SHOWS SYMBOLS OR LANGUAGE RELATING TO OR PROMOTING SEX, DRUGS, TOBACCO, OR ALCOHOL ON CLOTHING ARE EXPRESSLY PROHIBITED. SCHOOLS MAY HAVE MORE RESTRICTIVE GUIDELINES.

CONFERENCE  
REQUESTING CHANGE  
OF CLOTHES —  
SUSPENSION

DRUGS (POSSESSION, USE,  
DISTRIBUTION)

(INCLUDES ILLEGAL DRUG POSSESSION, SALE, USE, DISTRIBUTION, BEING UNDER THE INFLUENCE) THE UNLAWFUL USE, CULTIVATION, MANUFACTURE, DISTRIBUTION, SALE, PURCHASE, POSSESSION, TRANSPORTATION, OR IMPORTATION OF ANY CONTROLLED DRUG, IMITATION OF AN ILLEGAL DRUG, OR NARCOTIC SUBSTANCE PROHIBITED BY LAW, OR EQUIPMENT AND DEVICES USED FOR PREPARING OR TAKING DRUGS OR NARCOTICS. INCLUDES BEING UNDER THE INFLUENCE OF DRUGS OR IMITATION OF ILLEGAL DRUGS AT SCHOOL, SCHOOL-SPONSORED EVENTS AND ON SCHOOL-SPONSORED TRANSPORTATION. "DRUGS" SHALL INCLUDE BUT ARE NOT LIMITED TO: ALL DANGEROUS CONTROLLED SUBSTANCES PROHIBITED BY LAW, ANY PRESCRIPTION OR OVER-THE-COUNTER DRUG, EXCEPT THOSE FOR WHICH PERMISSION TO USE IN SCHOOL HAS BEEN GRANTED PURSUANT TO BOARD POLICY, HALLUCINOGENIC SUBSTANCES AND INHALANTS. CATEGORY DOES NOT INCLUDE TOBACCO AND ALCOHOL.

SUSPENSION —  
EXPULSION

POLICE REPORT

ELECTRONIC DEVICES

MISUSE, ABUSE OF ELECTRONIC DEVICES TO PHOTOGRAPH, FILM, VIDEOTAPE OR DIGITALLY RECORD OR BY ANY OTHER DEVICE IMAGES OF STUDENTS AND STAFF AND/OR DISTRIBUTE OR PUBLISH ANY OF THE ABOVE WITHOUT THE CONSENT OF THE PERSON DEPICTED AND/OR WITHOUT THE PERSON'S KNOWLEDGE. IN

CONFERENCE —  
EXPULSION

ADDITION, THIS INCLUDES THE MISUSE, ABUSE, OR BLATANT DISREGARD OF CUSD ETS GUIDELINES AND PROCEDURES.

WHILE IT IS BECOMING INCREASINGLY POPULAR FOR STUDENTS TO POST MATERIAL ON WEB SITES SUCH AS FACEBOOK, INSTAGRAM AND TWITTER. PLEASE BE AWARE THAT IF MATERIAL POSTED, EITHER AT HOME OR AT SCHOOL, IS VIEWED AS HARASSMENT OR DISRUPTIVE TO THE EDUCATIONAL ENVIRONMENT, STUDENTS WILL BE SUBJECT TO DISCIPLINARY ACTION.

EXTORTION	ASKING FOR OR DEMANDING MONEY OR SOMETHING OF VALUE FROM ANOTHER PERSON IN RETURN FOR PROTECTION OR IN CONNECTION WITH A THREAT TO INFLICT HARM.	SUSPENSION – EXPULSION  POLICE REPORT
FIGHTING	FIGHTING INCLUDES MUTUAL PARTICIPATION IN A FIGHT INVOLVING PHYSICAL VIOLENCE OR HARM CAUSED TO ANOTHER PERSON. THERE IS NO ONE MAIN OFFENDER. PURPOSE IS TO CAUSE HARM TO ANOTHER PERSON. FIGHTING DOES NOT INCLUDE VERBAL CONFRONTATION, TUSSELES, OR OTHER MINOR CONFRONTATIONS.	CONFERENCE – EXPULSION  POLICE REPORT
FIREARMS	POSSESSION, USE OR DISTRIBUTION OF ANY WEAPON DESIGNED TO OR MAY BE READILY CONVERTED TO EXPEL A PROJECTILE BY ACT OF EXPLOSIVE. THIS INCLUDES THE FRAME OR RECEIVER OF ANY SUCH WEAPON. THIS INCLUDES, BUT IS NOT LIMITED TO HANDGUNS, RIFLES OR SHOTGUNS.	SUSPENSION – EXPULSION  POLICE REPORT
FORGERY	FALSELY AND FRAUDULENTLY MAKING OR ALTERING A DOCUMENT.	CONFERENCE – SUSPENSION
GAMBLING	PARTICIPATING IN GAMES OF CHANCE FOR THE PURPOSE OF EXCHANGING MONEY OR GOODS.	CONFERENCE – SUSPENSION
GANGS (NEGATIVE GROUP AFFILIATION)	AN ONGOING LOOSELY OR HIGHLY ORGANIZED ASSOCIATION OF THREE OR MORE PERSONS, WHETHER FORMAL OR INFORMAL, THAT HAS A COMMON NAME, SIGNS, SYMBOLS OR COLORS, WHOSE MEMBERS ENGAGE, EITHER INDIVIDUALLY	CONFERENCE – EXPULSION  POLICE REPORT

OR COLLECTIVELY, IN VIOLENT OR OTHER FORMS OF ILLEGAL BEHAVIOR.

HARASSMENT

INTENTIONAL DISRUPTIVE OR THREATENING BEHAVIOR BY A STUDENT(S) TO ANOTHER STUDENT(S); INCLUDES, BUT ARE NOT LIMITED TO, STALKING, HAZING, SOCIAL EXCLUSION, NAME CALLING UNWANTED PHYSICAL CONTACT, UNWELCOME VERBAL OR WRITTEN COMMENTS, PHOTOGRAPHS AND GRAPHICS; HARASSMENT, DIRECT OR INDIRECT, MAY BE RELATED, BUT NOT LIMITED TO, RACE, RELIGIOUS ORIENTATION, SEXUAL PREFERENCE, CULTURAL BACKGROUND, ECONOMIC STATUS, SIZE OR PERSONAL APPEARANCE.

CONFERENCE —  
EXPULSION

POLICE REPORT

HATE CRIME

A CRIMINAL OFFENSE OR THREAT AGAINST A PERSON, PROPERTY OR SOCIETY THAT IS MOTIVATED, IN WHOLE OR IN PART, BY THE OFFENDER'S BIAS AGAINST A RACE, COLOR, NATIONAL ORIGIN, ETHNICITY, GENDER, RELIGION, DISABILITY OR SEXUAL ORIENTATION. THIS INCLUDES ANY CRIME THAT MANIFESTS EVIDENCE OF PREJUDICE BASED ON RACE, RELIGION, SEXUAL ORIENTATION, OR ETHNICITY.

SUSPENSION —  
EXPULSION

POLICE REPORT

HAZING

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 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 AND THE ACT CONTRIBUTES TO A SUBSTANTIAL RISK OF POTENTIAL PHYSICAL INJURY, MENTAL HARM OR DEGRADATION, OR CAUSES PHYSICAL INJURY, MENTAL HARM OR PERSONAL DEGRADATION.

SUSPENSION —  
EXPULSION

INTIMIDATING ACT

INTENTIONAL BEHAVIOR BY A STUDENT(S) THAT PLACES ANOTHER STUDENT(S) IN FEAR OF HARM OF PERSON OR PROPERTY; MAY BE MANIFESTED EMOTIONALLY OR PHYSICALLY, DIRECTLY OR INDIRECTLY, AND BY USE OF SOCIAL MEDIA..

CONFERENCE —  
EXPULSION

POLICE REPORT

KNIVES (POSSESSION, USE, DISTRIBUTION)	ANY INSTRUMENT OR OBJECT POSSESSED OR USED TO INFLICT HARM ON ANOTHER PERSON TO INTIMIDATE ANY PERSON. ALL TYPES OF KNIVES ARE INCLUDED: POCKET OR PENKNIFE. MAY BE REAL OR SIMULATED. MAY BE OPERABLE OR INOPERABLE.	SUSPENSION – EXPULSION  POLICE REPORT
LYING	KNOWINGLY GIVING FALSE INFORMATION OR INFORMATION INTENDED TO MISLEAD ABOUT ONE’S SELF.	CONFERENCE – SUSPENSION
MINOR AGGRESSIVE ACT	PUSHING, SHOVING, TUSSLES, MINOR CONFRONTATIONS. DOES NOT RISE TO THE LEVEL OF FIGHTING OR ASSAULT.	CONFERENCE – SUSPENSION
PHYSICAL PRESENCE IN UNAUTHORIZED AREAS	KNOWINGLY AND WILLINGLY BEING IN AN AREA THAT IS PROHIBITED OR NOT AUTHORIZED BY A STAFF MEMBER.	SUSPENSION – EXPULSION
PROFANITY	SWEARING AND/OR USE OF VULGAR LANGUAGE EITHER DIRECTED TO AN INDIVIDUAL OR NON-DIRECTED.	CONFERENCE – SUSPENSION
PROVOKING STUDENTS	INSTIGATING/MANIPULATING STUDENTS TO ACT IN AN IRRESPONSIBLE/THREATENING/UNSAFE MANNER BY USING ORAL, WRITTEN OR PHYSICAL CUES.	CONFERENCE – EXPULSION  POLICE REPORT
PUBLIC DISPLAY OF AFFECTION	ANY INTIMATE PHYSICAL CONTACT.	CONFERENCE – SUSPENSION
RECKLESS DRIVING	INAPPROPRIATE OR RECKLESS USE OF A MOTORIZED VEHICLE ON SCHOOL PROPERTY OR TO SCHOOL SPONSORED EVENTS.	CONFERENCE – SUSPENSION
ROBBERY	TAKING OR ATTEMPTING TO TAKE ANYTHING OF VALUE THAT IS OWNED BY ANOTHER PERSON OR ORGANIZATION, BY FORCE, OR THREAT OF FORCE, OR BY PUTTING THE VICTIM IN FEAR.	RESTITUTION AND: SUSPENSION – EXPULSION  POLICE REPORT
SEXUAL HARASSMENT	UNWELCOME SEXUAL ADVANCES, REQUESTS FOR SEXUAL FAVORS, OR THE VERBAL OR PHYSICAL CONDUCT OF A SEXUAL NATURE CONSTITUTES SEXUAL HARASSMENT WHEN THIS CONDUCT IS OFFENSIVE AND OBJECTIONABLE, CAUSES DISCOMFORT OR HUMILIATION OR INTERFERES WITH SCHOOL PERFORMANCE.	CONFERENCE – EXPULSION  POLICE REPORT

SEXUAL HARASSMENT WITH CONTACT	(INCLUDES ATTEMPTED) FORCIBLE SEXUAL ASSAULT AGAINST THE PERSON'S WILL, OR NOT FORCIBLY OR AGAINST A PERSON'S WILL WHERE THE VICTIM IS INCAPABLE OF GIVING CONSENT. INCLUDES FONDLING/TOUCHING PRIVATE BODY PARTS OF ANOTHER PERSON AND INDECENT LIBERTIES OR ACTS.	SUSPENSION – EXPULSION  POLICE REPORT
SIMULATED FIREARMS	ANY SIMULATED FIREARM MADE OF PLASTIC, WOOD, METAL OR ANY OTHER MATERIAL WHICH IS A REPLICA, FACSIMILE OR TOY VERSION OF A FIREARM.	SUSPENSION – EXPULSION  POLICE REPORT
TARDINESS	ARRIVING LATE TO CLASS. TRUANCY LAWS APPLY.	CONFERENCE – SUSPENSION
THEFT (PERSONAL OR SCHOOL PROPERTY)	THE UNLAWFUL TAKING, CARRYING, LEADING OR RIDING AWAY WITH PROPERTY OF ANOTHER PERSON WITHOUT THREAT, VIOLENCE, OR BODILY HARM. THIS ALSO INCLUDES POSSESSION OR SALE OR ATTEMPTED SALE OF ANOTHER'S PROPERTY.	RESTITUTION AND SUSPENSION – EXPULSION  POLICE REPORT
THEFT – MOTOR VEHICLE	THE THEFT OR ATTEMPTED THEFT OF A MOTOR VEHICLE. EXAMPLES INCLUDE: CAR, TRUCK, MOTORCYCLE, DUNE BUGGY, RV, GOLF CART OR ANYTHING THAT IS SELF-PROPELLED.	RESTITUTION AND SUSPENSION – EXPULSION  POLICE REPORT
THREATENING ACT	TO UNLAWFULLY PLACE ANOTHER PERSON IN FEAR OF BODILY HARM THROUGH VERBAL THREATS WITHOUT DISPLAYING A WEAPON OR SUBJECTING THE PERSON TO ACTUAL PHYSICAL ATTACK. EX: BOMB THREAT, THREATS MADE OVER THE TELEPHONE OR INTERNET, THREATS TO BEAT SOMEONE UP.	CONFERENCE – EXPULSION  POLICE REPORT
TOBACCO (POSSESSION, USE, DISTRIBUTION)	THE POSSESSION, USE, DISTRIBUTION OR SALE OF TOBACCO PRODUCTS ON SCHOOL GROUNDS, SCHOOL-SPONSORED EVENTS AND ON SCHOOL-SPONSORED TRANSPORTATION.	CONFERENCE – SUSPENSION  POLICE REPORT
TRESPASSING	TO ENTER OR REMAIN ON A PUBLIC SCHOOL CAMPUS WITHOUT AUTHORIZATION OR INVITATION AND WITH NO LAWFUL PURPOSE FOR ENTRY. THIS INCLUDES STUDENTS UNDER SUSPENSION OR EXPULSION AND	CONFERENCE- EXPULSION  POLICE REPORT

UNAUTHORIZED PERSONS WHO ENTER OR REMAIN ON A CAMPUS AFTER BEING DIRECTED TO LEAVE.

UNSAFE BEHAVIOR/ENDANGERMENT

ACTING IN A WAY (VERBAL, WRITTEN OR PHYSICAL) THAT MAY LEAD TO A DANGEROUS SITUATION AND/OR THREATENS THE SAFETY OF SELF OR OTHERS. THIS MAY INCLUDE KNOWINGLY AND WILLINGLY WITHHOLDING INFORMATION THAT LEADS TO SUCH SITUATIONS.

CONFERENCE – EXPULSION

VANDALISM (DESTRUCTION OF SCHOOL OR PERSONAL PROPERTY)

WILLFULLY DESTROYING OR DAMAGING SCHOOL OR PERSONNEL PROPERTY.

RESTITUTION AND SUSPENSION – EXPULSION

POLICE REPORT

VEHICLE MISUSE

THE INAPPROPRIATE USE OF AN AUTOMOBILE, MOTORCYCLE OR OTHER MOTORIZED VEHICLE ON SCHOOL PROPERTY OR TRAVEL TO OR FROM SCHOOL OR SCHOOL-SPONSORED EVENTS.

CONFERENCE – EXPULSION

POLICE REPORT

VERBAL ALTERCATION

VERBAL CONFRONTATION/SPARRING WITH ANOTHER INDIVIDUAL. DOES NOT RISE TO THE LEVEL OF A THREATENING ACT.

CONFERENCE – SUSPENSION

WEAPONS OTHER THAN GUNS AND KNIVES (POSSESSION, USE, DISTRIBUTION)

ANY INSTRUMENT OR OBJECT POSSESSED OR USED TO INFLECT HARM ON ANOTHER PERSON OR TO INTIMIDATE ANY PERSON. THIS MAY INCLUDE BUT NOT LIMITED TO: NUNCHAKUS, BRASS KNUCKLES, CHINESE STARS, BILLY CLUBS, ELECTRICAL WEAPONS OR DEVICES. WEAPONS ARE STRICTLY PROHIBITED.

SUSPENSION – EXPULSION

POLICE REPORT

### **DISCIPLINARY ACTION**

STUDENTS WHO VIOLATE BEHAVIOR RULES AND EXPECTATIONS WILL BE SUBJECT TO DISCIPLINARY ACTIONS. DEPENDING UPON THE BEHAVIOR PROBLEM OF THE STUDENT, AND PRIOR DISCIPLINE HISTORY, ONE OR MORE OF THE FOLLOWING ACTIONS WILL BE TAKEN BY THE SCHOOL OFFICIALS.

#### **CONFERENCE**

A FORMAL CONFERENCE IS HELD BETWEEN THE STUDENT AND ONE OR MORE SCHOOL OFFICIALS. DURING THIS CONFERENCE, THE STUDENT MUST AGREE TO CORRECT THE INAPPROPRIATE BEHAVIOR.

#### **PARENT CONFERENCE**



PARENTS ARE NOTIFIED OF THIS CONFERENCE BY TELEPHONE, PERSONAL CONTACT, LETTER OR CERTIFIED LETTER. A CONFERENCE IS HELD WITH THE STUDENT, THE PARENTS, APPROPRIATE SCHOOL PERSONNEL AND/OR ANY OTHER INDIVIDUALS CONCERNED.

### **BEHAVIORAL CONTRACT**

FOLLOWING THE PARENT CONFERENCE, A BEHAVIORAL CONTRACT MAY BE ESTABLISHED WHICH WILL BE SIGNED BY BOTH THE PARENT AND THE STUDENT.

### **OTHER DISCIPLINARY ACTIONS**

COMMUNITY SERVICE  
EVENING SCHOOL  
LUNCH DETENTION  
SATURDAY SCHOOL

### **REMOVAL FROM CLASSES**

THE STUDENT IS REMOVED FROM ONE OR MORE CLASSES, BUT REMAINS AT SCHOOL IN AN ASSIGNED STUDY HALL DURING THESE CLASS PERIODS. THE STUDENT IS EXPECTED TO COMPLETE CLASS ASSIGNMENTS WHILE IN THE STUDY HALL.

### **AFTER-SCHOOL DETENTION**

TEACHERS MAY ASSIGN AFTER-SCHOOL DETENTION AND ARE RESPONSIBLE FOR MONITORING STUDENTS IN THE AFTER-SCHOOL DETENTION. TEACHERS WILL FOLLOW THE PROCEDURES LISTED BELOW BEFORE REFERRING A STUDENT FOR NOT ATTENDING AFTER-SCHOOL SCHOOL DETENTION:

1. PARENT CONTACT.
2. TEACHER CONFERENCE WITH STUDENT.
3. OTHER APPROPRIATE FOLLOW-UP ACTIONS.

THE ADMINISTRATION MAY ASSIGN AFTER-SCHOOL DETENTION TO STUDY HALL OR THE IN-SCHOOL DETENTION/SUSPENSION ROOM.

### **SUSPENSIONS**

#### ***IN-SCHOOL SUSPENSION***

THIS IS THE TEMPORARY REMOVAL OF STUDENTS FROM ALL REGULAR CLASSES FOR VIOLATION OF SCHOOL RULES. STUDENTS ARE THEN ASSIGNED TO THE IN-SCHOOL SUSPENSION PROGRAM FOR THE ENTIRE DAY OR ANY PART THEREOF WHERE THEY WILL SPEND THEIR TIME STUDYING, DOING HOMEWORK OR CLASS WORK. FAILURE TO REPORT AS ASSIGNED WILL BE CONSIDERED INSUBORDINATION AND WILL RESULT IN FURTHER DISCIPLINARY ACTION. WHILE SERVING AN IN-SCHOOL SUSPENSION, THE STUDENT WILL NOT PARTICIPATE IN ANY SCHOOL DAY ACTIVITIES. STUDENTS MAY PARTICIPATE IN EXTRA-CURRICULAR ACTIVITIES IF THE INFRACTION DOES NOT VIOLATE TEAM/PROGRAM POLICIES. THE STUDENT WILL RECEIVE CREDIT FOR CLASS WORK COMPLETED AND SUBMITTED THAT DAY.

#### ***SHORT-TERM SUSPENSION (10 DAYS OR LESS)***

STUDENTS WHO VIOLATE SCHOOL RULES MAY RECEIVE OFF-CAMPUS SUSPENSION FROM ADMINISTRATION FOR THEIR RULE VIOLATION. STUDENTS ARE REMOVED FROM CLASSES AND ASSIGNED TO A PARENT/GUARDIAN FOR THE PERIOD OF TIME SPECIFIED BY SCHOOL ADMINISTRATION. WHILE SERVING AN OFF-CAMPUS SUSPENSION, THE STUDENT WILL NOT PARTICIPATE IN ANY SCHOOL ACTIVITIES, INCLUDING ATHLETIC COMPETITION AND PRACTICE, WILL NOT BE PERMITTED ON CAMPUS, AND MUST HAVE A MEETING WITH A SITE ADMINISTRATOR PRIOR TO RETURNING TO CAMPUS. STUDENT WILL RECEIVE CREDIT FOR CLASS WORK COMPLETED AND SUBMITTED BY THE DUE DATE AS DETERMINED BY AN ADMINISTRATOR. SHORT-TERM SUSPENSIONS CANNOT BE APPEALED. (POLICY JKD)

#### ***LONG-TERM SUSPENSION (OVER TEN DAYS)***

AS DIRECTED BY GOVERNING BOARD POLICY, SCHOOL ADMINISTRATORS MAY RECOMMEND LONG-TERM SUSPENSION FOR SERIOUS DISCIPLINE ISSUES. THIS RECOMMENDATION IS FORWARDED TO THE APPROPRIATE DISTRICT DIRECTOR. STUDENTS WHO RECEIVE A LONG-TERM SUSPENSION WILL NOT BE PERMITTED TO MAKE UP CLASS WORK WHILE ON SUSPENSION.

### EXPULSION

THE STUDENT IS INFORMED IMMEDIATELY THAT HE/SHE IS SUBJECT TO EXPULSION. DUE PROCESS PROCEDURE IS EXPLAINED. THE STUDENT'S PARENT/LEGAL GUARDIAN IS NOTIFIED BY TELEPHONE AND CERTIFIED LETTER THAT THE STUDENT IS SUBJECT TO EXPULSION. NOTIFICATION INCLUDES CLEAR INSTRUCTIONS REGARDING DUE PROCESS PROCEDURES. THE EXPULSION DOES NOT BECOME EFFECTIVE UNTIL THE DUE PROCESS PROCEDURE HAS BEEN COMPLETED.

## ELECTRONIC INFORMATION SERVICES USER AGREEMENT

### **I. GENERAL TERMS AND CONDITIONS**

EACH USER WILL BE REQUIRED TO SIGN AN EIS USER'S AGREEMENT. WHEN THE SIGNED AGREEMENT IS RETURNED TO THE SCHOOL, THE USER MAY BE PERMITTED USE OF THE ELECTRONIC INFORMATION SERVICES (EIS) RESOURCES. ELECTRONIC INFORMATION SERVICES INCLUDE ANYTHING ATTACHED TO, OR DELIVERED THROUGH OUR NETWORK (LOCAL ACCESS, WIDE AREA, INTERNET), ANY COMPUTER ACCESSIBLE SOURCES OF INFORMATION (HARD DRIVES, TAPES, CDS, FLOPPY DISKS, OR OTHER ELECTRONIC SOURCES), AND THE SCHOOL DISTRICT PHONE SYSTEM. EACH USER MUST:

- USE THE EIS TO SUPPORT PERSONAL EDUCATIONAL OBJECTIVES CONSISTENT WITH THE EDUCATIONAL GOALS AND OBJECTIVES OF THE DISTRICT.
- NOT USE THE EIS FOR COMMERCIAL PURPOSES. NO COMMERCIAL BUSINESS VENTURES MAY BE ADVERTISED USING OUR EIS (EITHER VIA E-MAIL, ELECTRONIC BULLETIN BOARD OR OTHER ELECTRONIC MESSAGING SYSTEM).
- FOLLOW THE DISTRICT'S CODE OF CONDUCT.
- TAKE RESPONSIBILITY FOR ASSIGNED DISTRICT ACCOUNTS, INCLUDING PASSWORD PROTECTION.
- TAKE ALL RESPONSIBLE PRECAUTIONS, INCLUDING PASSWORD MAINTENANCE AND FILE AND DIRECTORY PROTECTION MEASURES, TO PREVENT THE USE OF DISTRICT ACCOUNTS AND FILES BY UNAUTHORIZED PERSONS.
- REPORT ANY MISUSE OF THE EIS TO THE ADMINISTRATION OR SYSTEM ADMINISTRATOR, AS APPROPRIATE.
- UNDERSTAND THAT MANY SERVICES AND PRODUCTS ARE AVAILABLE FOR A FEE AND *ACKNOWLEDGE THE RESPONSIBILITY FOR ANY EXPENSES INCURRED WITHOUT DISTRICT AUTHORIZATION.*
- UNDERSTAND THAT INAPPROPRIATE USE MAY RESULT IN CANCELLATION OF PERMISSION TO USE THE EIS AND APPROPRIATE DISCIPLINARY ACTION, UP TO AND INCLUDING EXPULSION FOR STUDENTS AND DISMISSAL FOR EMPLOYEES.

ACCOUNTS MAY BE CLOSED AND FILES MAY BE DELETED AT ANY TIME. THE DISTRICT DOES NOT ASSUME LIABILITY FOR ANY INFORMATION LOST, DAMAGED, OR UNAVAILABLE DUE TO TECHNICAL OR OTHER DIFFICULTIES, AND IS NOT RESPONSIBLE FOR ANY SERVICE INTERRUPTIONS, CHANGES, OR CONSEQUENCES.

THE DISTRICT SPECIFICALLY DENIES ANY RESPONSIBILITY FOR THE ACCURACY OF INFORMATION RETRIEVED VIA THE EIS. WHILE THE DISTRICT WILL MAKE AN EFFORT TO ENSURE ACCESS TO PROPER MATERIALS, THE USER HAS THE ULTIMATE RESPONSIBILITY FOR HOW THE EIS IS USED AND BEARS THE RISK OF RELIANCE ON THE INFORMATION OBTAINED.

### **II. COMMUNICATIONS**

EACH USER MUST:

- NOT REVEAL THE HOME ADDRESSES, PERSONAL PHONE NUMBERS, OR PERSONALLY IDENTIFIABLE DATA OF STUDENTS OR OTHER EMPLOYEES UNLESS AUTHORIZED TO DO SO BY DESIGNATED SCHOOL AUTHORITIES.
- AGREE NOT TO SUBMIT, PUBLISH, DISPLAY, OR RETRIEVE ANY DEFAMATORY, INACCURATE, ABUSIVE, OBSCENE, PROFANE, SEXUALLY ORIENTED, THREATENING, RACIALLY OFFENSIVE, OR ILLEGAL MATERIAL.

- UNDERSTAND THAT ELECTRONIC MAIL OR DIRECT ELECTRONIC COMMUNICATION IS NOT PRIVATE, AND MAY BE READ AND MONITORED BY SCHOOL-EMPLOYED PERSONS. NON-CONFIDENTIAL MODES OF COMMUNICATION SHOULD NOT BE USED TO COMMUNICATE CONFIDENTIAL INFORMATION.
- BE POLITE AND USE APPROPRIATE LANGUAGE. USERS WILL NOT SEND, NOR ENCOURAGE OTHERS TO SEND, ABUSIVE MESSAGES. USERS OF THE EIS SHOULD REMEMBER THAT THEY REPRESENT THE SCHOOL DISTRICT IN THEIR COMMUNICATIONS.

### III. HARDWARE

EACH USER MUST:

- NOT USE THE NETWORK IN ANY WAY THAT WOULD DISRUPT THE USE OF THE NETWORK BY OTHERS.
- NOT USE UNAUTHORIZED TECHNOLOGY RESOURCES IN THE CLASSROOM.
- NOT ATTEMPT TO HARM, MODIFY, OR DESTROY HARDWARE NOR INTERFERE WITH SYSTEM SECURITY.
- NOT ATTEMPT TO ADD UNAUTHORIZED HARDWARE.

### IV. SOFTWARE AND ELECTRONIC CONTENT

EACH USER MUST:

- ABIDE BY ALL COPYRIGHT AND TRADEMARK LAWS AND REGULATIONS.
- NOT ATTEMPT TO HARM, MODIFY, ADD, OR DESTROY SOFTWARE NOR INTERFERE WITH SYSTEM SECURITY.
- NOT LOAD PERSONAL SOFTWARE.
- NOT USE THE EIS TO DOWNLOAD MEDIA FILES (RECORDED AUDIO, RECORDED VIDEO, MULTIMEDIA) FOR NON-INSTRUCTIONAL USE.
- NOT COPY PERSONAL MEDIA FILES TO THE EIS FOR NON-INSTRUCTIONAL USE.

NOTE: ANY USE OF MEDIA FILES MUST FOLLOW ALL COPYRIGHT REGULATIONS AND ALL FAIR USE GUIDELINES. USE OF MEDIA MUST BE **DIRECTLY TIED TO THE COURSE CURRICULUM**. (IF NOT DIRECTLY TIED TO THE COURSE CURRICULUM, USAGE OF COPYRIGHTED MATERIALS CONSTITUTES COPYRIGHT INFRINGEMENT, AND IS A VIOLATION OF THIS ACCEPTABLE USE AGREEMENT. ADDITIONALLY, COPYRIGHT INFRINGEMENT IS ILLEGAL, AND IS SUBJECT TO LITIGATION AND PROSECUTION).

### V. PERSONAL DEVICES

USB DRIVES (FLASH MEMORY DEVICES) MAY BE USED TO STORE OR TRANSPORT DOCUMENTS CONTAINING ORIGINAL USER WORK, SUCH AS POWERPOINT PRESENTATIONS, BROCHURES, NEWSLETTERS, AND VIDEOS CREATED BY STUDENTS OR STAFF. INAPPROPRIATE USES FOR USB DRIVES INCLUDE STORING OR DOWNLOADING COPYRIGHTED MUSIC, PHOTOS, VIDEO, OR OTHER CREATIVE WORKS, SUCH AS COMMERCIAL SOFTWARE PROGRAMS. CONSEQUENCES OF INAPPROPRIATE USE OF USB DRIVES INCLUDE CANCELLATION OF PERMISSION TO USE THE DRIVES, AND APPROPRIATE DISCIPLINARY ACTION, UP TO AND INCLUDING DISMISSAL OR EXPULSION. COPYRIGHT INFRINGEMENT IS ILLEGAL, AND IS SUBJECT TO PROSECUTION AND SEVERE FINES.

EACH USER MUST NOT ATTACH UNAUTHORIZED PERSONAL ELECTRONIC DEVICES, SUCH AS, BUT NOT LIMITED TO, WIFI AND USB DEVICES, TO THE EIS UNLESS APPROVED BY ADMINISTRATION.

### VI. ADDITIONAL REQUIREMENTS FOR DISTRICT EMPLOYEES

DISTRICT EMPLOYEES MUST:

- MAINTAIN SUPERVISION OF STUDENTS USING THE EIS.
- AGREE TO DIRECTLY LOG ON AND SUPERVISE THE ACCOUNT ACTIVITY WHEN ALLOWING OTHERS TO A+LS, INTERNET OR OTHER DISTRICT-SUPPLIED ACCOUNTS.
- PROHIBIT STUDENTS AND OTHERS FROM LOADING PERSONAL SOFTWARE.
- PROHIBIT UNAUTHORIZED TECHNOLOGY RESOURCES IN THE CLASSROOM.

## **CARPPOOLING AND ALTERNATE MODES OF TRANSPORTATION**

**STUDENTS ARE ENCOURAGED TO USE ALTERNATE MODE OF TRANSPORTATION (CARPOOL, RIDE BICYCLE, BUS OR WALK) TO GET TO SCHOOL. THE TRIP REDUCTION PROGRAM PLAN MEASURE OFFERS TO DRIVING AGE STUDENTS:**

1.)CARPOOL PARKING — PREFERENTIAL CARPOOL PARKING SPACES AVAILABLE TO REGISTERED CARPOOLING STUDENTS. 2.)BIKE RACKS ARE AVAILABLE FOR OUR BICYCLISTS TO USE AND SECURE THEIR BIKES ON DAYS THEY RIDE IT TO SCHOOL. 3.)SHOWERS ARE AVAILABLE TO STUDENTS WHO USE ALTERNATE MODES OF TRANSPORTATION TO CLEAN UP PRIOR TO SCHOOL STARTING. 4.)STUDENTS ARE GUARANTEED RIDE HOME IN THE EVENT OF AN UNFORESEEN EMERGENCY ON THE DAYS THAT THEY USE AN ALTERNATIVE MODE OF TRANSPORTATION THROUGH THE TRANSPORTATION DEPARTMENT OR POLICE OFFICER ON DUTY.

**PLEASE REGISTER FOR THE CARPOOL PROGRAM IN YOUR SCHOOL OFFICE.**

## **CUSD SCHOOL BUS POLICIES AND PROCEDURES**

CEC does not have school busing. Please contact the front office with transportation concerns.



## BYOT Responsible Use Agreement

We are pleased to be able to offer “Bring Your Own Technology” as an option to expand student and staff access to online and other educational electronic resources. The purpose of this agreement is to outline the expectations for use of personal electronic devices on our campuses.

### Chandler Unified School District BYOT Philosophy

Our philosophy is to assist all members of the Chandler Unified School District community to be **good digital citizens** – students and staff who use technology to support learning in a meaningful, safe and responsible way, in accordance with all applicable state and federal laws. (NOTE: Regulations, consequences, and possible disciplinary action for inappropriate use of the network and electronic devices are already covered by the CUSD Acceptable Use Policy, a separate document available at: <http://cusd80.com/AUP>.)

### Purpose of and Permissions to Use Personal Electronic Devices at School

Like other personal items that may be brought from home to school, there are times and places where the use of personal electronic devices is beneficial to instruction, and other times when it is not. The expectation is that personal electronic devices are to be used only for instructional purposes, in appropriate times and places as determined by each school’s principal. Teachers who permit the use of personal electronic devices in class are expected to model and teach responsible use of the Internet, to monitor students’ use of the devices, and to set up any applicable classroom procedures and rules pertaining to this use. Teachers or other staff may be able to assist, but can not be expected to troubleshoot problems with the students’ technology.

### Internet and Network Access

We maintain a filter that blocks harmful content on the Internet from students. When you sign this agreement and bring in your own device, you will be allowed to use the district-supplied, filtered network for Internet access at your school, if available. **The District reserves the right to monitor use of the District’s systems for improper use without advance notice or consent.** Your signature indicates your understanding that any activity that occurs with the use of the District’s internet and network systems are not private and may be accessed by the District for the purpose of ensuring proper use. Your signature also indicates your understanding that we cannot filter any non-district network connections (such as 3G or 4G) that may be already present on your device, and that you agree to follow the Acceptable Use Policy and all other related CUSD policies related to Internet use, regardless of the network you use. Use of electronic devices outside of these conditions is not allowed, can be considered a distraction to instruction, and will be handled as already described in the Student Handbook. (Please see the Student Handbook for more information about current policies related to technology use at school.)

### Examples of What You MAY Do With Your Device at School:

*Using the device at times and in places when the teacher has given permission for you to use them, such as:*

- Conducting research on the web for a school project –citing resources, following copyright law, respecting the intellectual property of others
- Creating documents in collaboration with other students when working in groups
- Participating in class discussion threads, using respectful language to others
- Engaging in class activities using your device as a responder
- Taking a photo or video of a project to put into a class presentation

**Examples of What You MAY NOT Do With Your Device at School:**

*Using the device at times or in places when the teacher has asked you not to use them, such as, but not limited to:*

- Texting to others for non-instructional purposes
- Bullying or threatening others
- Playing non-educational games
- Attempting to bypass network security or engaging in hacking
- Taking a photo or video of another person and posting it to the Internet
- Sharing personal information with others
- Engaging in plagiarism or copyright infringement

Please note that use of personal electronic devices is left to the discretion of the classroom teacher. The teacher will make the final determination of when use of personal electronic devices is appropriate.

**You are encouraged to:**

- Personalize your device with a case, school-appropriate skins, decals, wallpaper, etc. that will make it easier to distinguish your device from other students' similar devices.
- Charge your device before bringing it to school. (It will not be possible to charge student devices at school.)
- Keep track of your personal electronic device. The school and district is not liable for your losses due to theft, damage, or other financial harm.
- Follow the Acceptable Use Policy and school and class rules. Remember that BYOT is a privilege, not a right. This privilege can be taken away if abused.
- Install, update, and use virus protection on your device. If your device is determined to be the source of virus infections or security problems, access may be discontinued.

As new technology becomes available, we expect that it will be necessary to update this document and to make clarifications. If you have questions about which devices and specific uses are permitted, please refer these questions to your teacher and/or school principal.

## **STUDENT CONFINEMENT: PARENTAL NOTIFICATION AND CONSENT**

The Arizona Revised Statute A.R.S. §15-843 states that the Superintendent shall ensure that disciplinary policies involving the confinement of students include a process for prior written parental notification and consent. Confinement is defined as leaving a student alone in an enclosed space.

*Chandler Unified School District has chosen not to utilize the practice of confinement for disciplinary purposes.* Please note that the District may use confinement for therapeutic reasons or in situations when a student poses imminent physical harm to him/herself or others.

If there is an unanticipated need to confine a student for disciplinary purposes, the District will make reasonable attempts to contact you via telephone and written notification by the end of the day when the student was confined. Although prior written consent is necessary before the District can use confinement for disciplinary purposes, A.R.S. § 15-843(B)(9)(b) allows an exemption to obtaining prior written consent when the school principal or teacher determines that the student poses imminent physical harm to self or others in an unanticipated situation.

### ***PHOTO RELEASE***

One of the ways Chandler Early College reaches out to the community is through the website located at [www.cusd80.com](http://www.cusd80.com). This site was designed for the purpose of informing the public about our program and keeping our current students and their parents informed. Other methods of providing information about our program and its events to the public may include brochures, flyers, or various other types of such media.

This media may include pictures taken at the school during school hours, and, therefore, may include a picture of your student. There are no names or other personal information ever released, only the pictures. For the protection of your students we ask that you let us know if you will allow a picture of your student to be used in these publications.



***PARENT INVOLVEMENT FORM***

**As a parent of a CEC student you are agreeing to:**  
(please initial next to each statement)

**Parent Initials**

- Support your student in his/her education \_\_\_\_\_
- Require consistent attendance \_\_\_\_\_
- Support and monitor homework nightly \_\_\_\_\_
- Maintain a positive and supportive relationship with the school \_\_\_\_\_
- Discuss all progress reports with your student \_\_\_\_\_
- Read and discuss all information sent home from the school \_\_\_\_\_
- Stay informed about your student's progress and activities \_\_\_\_\_
- Encourage your student to continue college upon graduation from CEC \_\_\_\_\_
- Refrain from texting/calling your student on his/her cell phone during the day \_\_\_\_\_

**As a parent of a student at Chandler Early College, I agree that my student should come to school each day with a positive attitude and a willingness to learn. I will do all that I can to support this goal and help them succeed.**

\_\_\_\_\_  
Parent

\_\_\_\_\_  
Date





**CEC/CUSD HANDBOOK AGREEMENT**

**I/WE HAVE COMPLETELY READ THE HANDBOOK AND UNDERSTAND AND AGREE TO THE TERMS SET FORTH FOR ENROLLMENT AT CHANDLER EARLY COLLEGE.**

**While the following list is not all-inclusive, nor a substitute for reading the handbook in its entirety, please initial below each of the points that outline the major components of the program.**

- \_\_\_\_\_ Attendance
- \_\_\_\_\_ Electronic Devices (including I-Pods, cell phones, etc.)
- \_\_\_\_\_ Cheating / Plagiarism
- \_\_\_\_\_ Discipline Procedures (including weapons, drugs, etc.)
- \_\_\_\_\_ Student Confinement
- \_\_\_\_\_ Dress Code
- \_\_\_\_\_ Smoking
- \_\_\_\_\_ Internet Acceptable Use
- \_\_\_\_\_ FERPA
- \_\_\_\_\_ Photo Release
  - I will allow picture of my student to be used.
  - I will NOT allow picture of my student to be used.

\_\_\_\_\_  
Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent

\_\_\_\_\_  
Date

***\*In order to view the CEC/CUSD HANDBOOK AGREEMENT you must visit the CUSD Website. Select school Chandler Early College High School, under quick links, select CEC Handbook. A paper copy will not be provided. Student and Parent/Guardian must sign and return.***