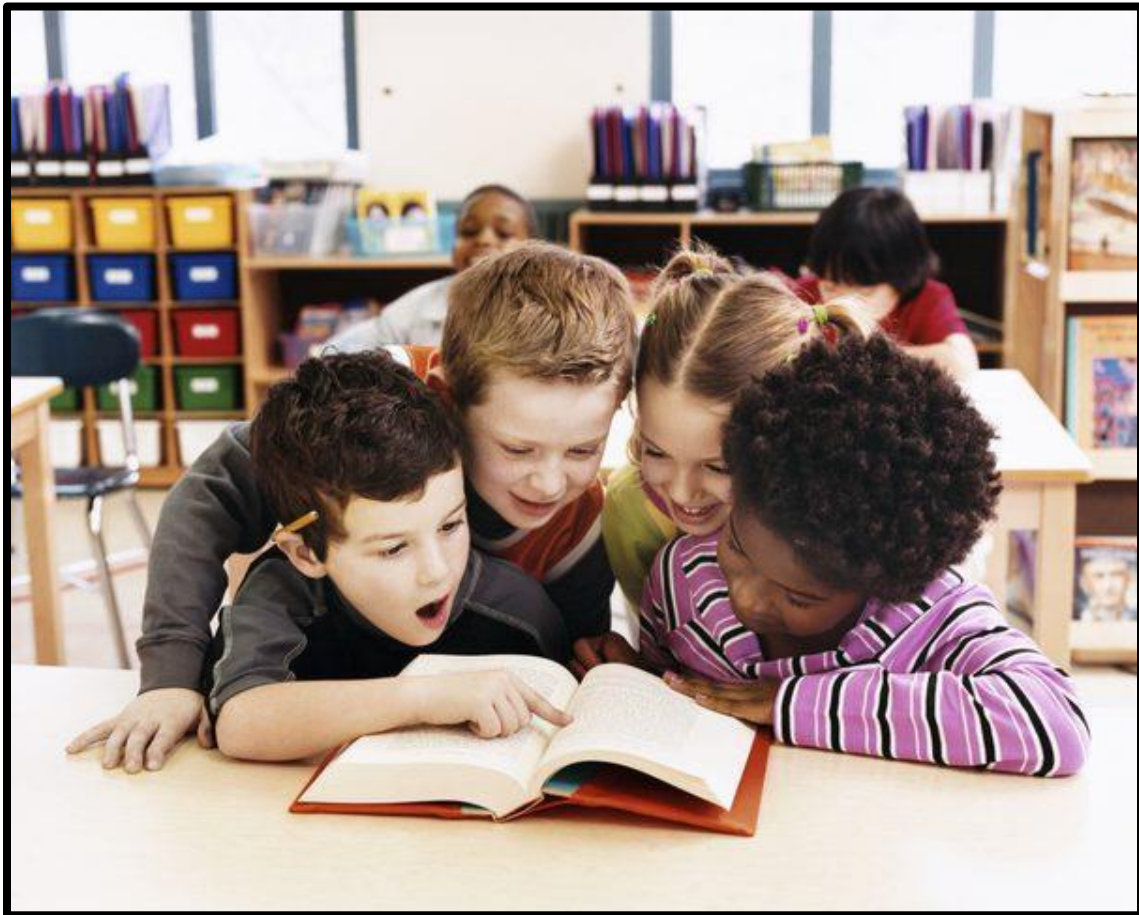


# **Student and Parent Elementary School Handbook 2023-2024**



## **Peoria Unified #11**

6330 West Thunderbird Road—Glendale, Arizona 85306

Telephone: (623) 486-6000

<http://www.peoriaunified.org/>

## PUSD #11 School Telephone Directory

School	Address (linked to map)	Office Phone	Attendance Line	Health Office Phone
Alta Loma	<a href="#">9750 N. 87<sup>th</sup> Ave. Peoria 85345</a>	623-412-4575	623-412-4582	623-412-4578
Apache	<a href="#">8633 W. John Cabot Rd. Peoria 85382</a>	623-412-4875	623-412-4884	623-412-4878
Canyon	<a href="#">5490 W. Paradise Ln. Glendale 85306</a>	623-412-5050	623-412-5059	623-412-5053
Cheyenne	<a href="#">11806 N. 87<sup>th</sup> Ave. Peoria 85345</a>	623-487-5100	623-487-5107	623-487-5104
Copperwood	<a href="#">11232 N. 65<sup>th</sup> Ave. Glendale 85304</a>	623-412-4650	623-412-4655	623-412-4653
Cotton Boll	<a href="#">8540 W. Butler Dr. Peoria 85345</a>	623-412-4700	623-412-4707	623-412-4703
Country Meadows	<a href="#">8409 N. 111<sup>th</sup> Ave. Peoria 85345</a>	623-412-5200	623-412-5210	623-412-5204
Coyote Hills	<a href="#">21180 N. 87<sup>th</sup> Ave. Peoria 85382</a>	623-412-5225	623-412-5234	623-412-5229
Desert Harbor	<a href="#">15585 N. 91<sup>st</sup> Ave. Peoria 85382</a>	623-486-6200	623-486-6206	623-486-6203
Desert Palms	<a href="#">11441 N. 55<sup>th</sup> Ave. Glendale 85304</a>	623-412-4600	623-412-4607	623-412-4603
Desert Valley	<a href="#">12901 N. 63<sup>rd</sup> Ave. Glendale 85304</a>	623-412-4750	623-412-4757	623-412-4753
Foothills	<a href="#">15808 N. 63<sup>rd</sup> Ave. Glendale 85306</a>	623-412-4625	623-412-4633	623-412-4628
Frontier	<a href="#">21258 N. 81<sup>st</sup> Ave. Peoria 85382</a>	623-412-4900	623-412-4915	623-412-4904
Heritage	<a href="#">5312 W. Mountain View Rd. Glendale 85302</a>	623-412-4525	623-412-4533	623-412-4528
Ira A. Murphy	<a href="#">7231 W. North Ln. Peoria 85345</a>	623-412-4475	623-412-4482	623-412-4478
Kachina	<a href="#">5304 W. Crocus Dr. Glendale 85306</a>	623-412-4500	623-412-4507	623-412-4503
Lake Pleasant	<a href="#">31501 N. Westland Rd. Peoria 85383</a>	623-773-6575	623-773-6582	623-773-6579
Marshall Ranch	<a href="#">12995 N. Marshall Ranch Dr. Glendale 85304</a>	623-486-6450	623-486-6457	623-486-6453
Oakwood	<a href="#">12900 N. 71<sup>st</sup> Ave. Peoria 85381</a>	623-412-4725	623-412-4732	623-412-4728
Oasis	<a href="#">7841 W. Sweetwater Ave. Peoria 83381</a>	623-412-4800	623-412-4807	623-412-4803
Parkridge	<a href="#">9970 W. Beardsley Rd. Peoria 85382</a>	623-412-5400	623-412-5408	623-412-5404
Paseo Verde	<a href="#">7880 W. Greenway Rd. Peoria 85381</a>	623-412-5075	623-412-5082	623-412-5078
Peoria Elementary	<a href="#">11501 N. 79<sup>th</sup> Ave. Peoria 85345</a>	623-412-4450	623-412-4457	623-412-4453
Peoria Traditional School	<a href="#">21180 N. 87<sup>th</sup> Ave. Peoria 85382</a>	623-412-5350	623-412-5353	623-412-5279
Pioneer	<a href="#">6315 W. Port au Prince Ln. Glendale 85306</a>	623-412-4550	623-412-4557	623-412-4553
Sahuaro Ranch	<a href="#">10401 N. 63<sup>rd</sup> Ave. Glendale 85302</a>	623-412-4775	623-412-4782	623-412-4778
Santa Fe	<a href="#">9880 N. 77<sup>th</sup> Ave. Peoria 85345</a>	623-486-6475	623-486-6486	623-486-6479
Sky View	<a href="#">8624 W. Sweetwater Ave. Peoria 85381</a>	623-412-4850	623-412-4857	623-412-4853
Sun Valley	<a href="#">8361 N. 95<sup>th</sup> Ave. Peoria 85345</a>	623-412-4825	623-412-4832	623-412-4828
Sundance	<a href="#">7051 W. Cholla St. Peoria 85345</a>	623-412-4675	623-412-4683	623-412-4678
Sunflower School	<a href="#">5490 W. Paradise Ln. Glendale 85306</a>	623-412-5050	623-412-5059	623-412-5053
Sunset Heights	<a href="#">9687 W. Adam Ave., Peoria 85382</a>	623-773-6650	623-773-6658	623-773-6654
Vistancia	<a href="#">30009 N. Sunrise Pt. Peoria 85383</a>	623-773-6500	623-773-6508	623-773-6504
Zuni Hills	<a href="#">10851 W. Williams Rd. Sun City 85373</a>	623-412-5275	623-412-5287	623-412-5279
Cactus High	<a href="#">6330 W. Greenway Rd. Glendale 85306</a>	623-412-5000	623-412-5005	623-412-5008
Centennial High	<a href="#">14388 N. 79<sup>th</sup> Ave. Peoria 85381</a>	623-412-4400	623-412-4405	623-412-4408
Ironwood High	<a href="#">6051 W. Sweetwater Ave. Glendale 85304</a>	623-486-6400	623-486-6405	623-486-6408
Liberty High	<a href="#">9621 W. Speckled Gecko Dr. Peoria 85383</a>	623-773-6525	623-773-6531	623-773-6546
MET Academy	<a href="#">11200 N. 83<sup>rd</sup> Ave. Peoria 85345</a>	623-486-6700	623-412-5481	623-412-5475
Peoria Flex Academy	<a href="#">11200 N. 83<sup>rd</sup> Ave. Peoria 85345</a>	623-412-5475	623-412-5481	623-412-5475
Peoria High	<a href="#">11200 N. 83<sup>rd</sup> Ave. Peoria 85345</a>	623-486-6300	623-486-6306	623-486-6308
Raymond S. Kellis High	<a href="#">8990 W. Orangewood Ave. Glendale 85305</a>	623-412-5425	623-412-5431	623-412-5446
Sunrise Mountain High	<a href="#">21200 N. 83<sup>rd</sup> Ave. Peoria 85382</a>	623-487-5125	623-487-5131	623-487-5134



August 2023

Peoria Unified Families,

It is my pleasure to welcome you to the 2023-24 school year! Peoria Unified employees worked diligently over the summer to ensure that every campus is prepared to welcome your children this fall. I am thrilled to return to Peoria Unified where my educational career began as we have much to look forward to in the year ahead. We are pleased to offer new math and science textbooks this year for students in kindergarten through 12th-grade. These new resources, along with our rigorous curriculum and engaging lessons taught by our highly qualified staff give us so much to look forward to this year. With your engagement and support for your child's education, we will be able to do great things.

The Parent and Student Handbook is a valuable tool for families that helps to outline the expectations we have, and I encourage you to review it in its entirety. This handbook helps all members of the Peoria Unified family have productive dialogue and ensure that even when we are faced with challenging situations, we will always work to support positive behaviors and student growth.

Our mission as a school district is to prepare every student for a successful future as a responsible citizen who actively contributes to society, the community and the workforce. Our employees have the tools to help your child reach their fullest potential. We hope you use the many tools available to you to stay active in your child's educational journey. ParentSquare is an app which allows you to receive updates from your child's teacher, coach, or principal. ParentVUE is what you can use to report absence, check your child's grades, or look for any missing work.

Peoria Unified is committed to partnering with parents. If you ever have a concern regarding your child, I urge you to reach out to their teacher and principal. The Peoria Unified School District recognizes the value of fostering a culture of active engagement as part of a broader goal to support student learning. The district's connection to the community is founded on a strong focus on transparency, integrity and collaboration, in an ongoing effort to build and maintain community trust.

I believe that together we are stronger. When students, parents, teachers and staff have a voice in the decision-making process, we are truly prepared to fulfill our vision and make certain that every student, every day, is prepared to shape tomorrow. Thank you for making Peoria Unified your choice for your child's education and for supporting public education.

Thank you and have a great school year.

Jason Nuttall  
Chief Student Services Officer

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This handbook has been provided so that parents and students are informed of procedures and policies of the district. We feel it is very important for you to review the contents of this handbook. A copy of this handbook is available under the Parents and Community Section on the district website <http://www.peoriaunified.org/>

We encourage you to contact your school office if you have questions.

*Para obtener una versión en español del Manual del Estudiante, por favor pregunte al personal de la escuela de oficina.*

# Academics

## **Student Learning**

In the Peoria Unified School District, we strive to meet the full potential of students through our philosophy and vision of “Every student, every day, prepared to shape tomorrow.” As students enter our campuses each day, they will be best suited for success in school by following these simple suggestions:

- Get a good night’s rest before school the following day.
- Eat a healthy breakfast.
- Be on time and prepared to learn.
- Come to school with a positive attitude.
- Strive for outstanding attendance.
- Have a designated place to complete school tasks and projects after school.
- Share what you are learning with your family each day.
- Read at least 20 minutes outside of the regular school day.
- Provide a positive contribution to your school.
- Develop a relationship with your teachers, peers and school for.

## **Assessment and Measurement**

The district uses a variety of diagnostic, formative, and summative tests to determine student progress and achievement. All Arizona public schools, including district schools, are required to properly administer state and federally mandated assessments.

## **Civics Assessment**

The American Civics Act (House Bill 2064) requires all students to pass a civics test to graduate. The test is administered at the eighth-grade level. Students may take the test more than once if needed. The test is comprised of 100 questions identical to the United States Immigration and Naturalization Test. All 100 questions are multiple choice. Once students pass with a score of 70% or

above, it will be notated on their official transcript. It is the responsibility of all high school students who did not pass the test during the previous school year to review materials and make sure they are signed up to take the test.

The official list of questions and free study materials are posted on the U.S. Citizenship and Immigration Services web site:

<https://www.uscis.gov/citizenship/learners/study-test/study-materials-civics-test>

<https://www.uscis.gov/citizenship/civics-practice-test-2008>

## **Grades/Codes**

Kindergarten report cards identify four levels of student academic performance:

Academic Performance Key	
<b>ES</b> Exceeds Standard	Grasps and applies key concepts, processes, and skills consistently and independently. Exceeds stated goals.
<b>MS</b> Meets Standard	Grasps and applies key concepts, processes, and skills. Meets stated goals.
<b>AS</b> Approaching Standard	Beginning to grasp and apply key concepts, processes, and skills.
<b>NS</b> Needs Support	Not meeting stated goals. Not grasping key concepts, processes, and essential skills. Area of concern.

First- through second-grade report cards identify four levels of student performance:

Grades	Effort Codes
ES = 90-100% MS = 80-89% AS = 70-79% NS = 69 and below	O (Outstanding)=3 S (Satisfactory) =2 N (Needs Improvement) =1



In grades three through eight, the following percentage scale is used to determine grades.

90%-100%	A - Superior
80%-89%	B – Above Average
70%-79%	C - Average
60%-69%	D – Below Average
0%-59%	F - Failing

### **Honor Roll**

Fifth- through eighth-grade students who meet the academic and citizenship standards described below will be eligible for honor roll or certificate of recognition.

Honor Roll — 3.5 - 4.0 GPA (Grade Point Average)

Certificate of Recognition — 3.0 - 3.49 GPA

### **Qualifications**

- Honor Roll/Certificate of Recognition qualifications will be calculated using grades from English Language Arts (ELA), Math, Science, Social Studies, Technology and Life Careers (TLC - 7 & 8 only), the Arts (Music, Choir, Band and Art), and PE.
- A satisfactory grade of C (70%-100%) or better in all classes.
- A satisfactory grade (S or E) in conduct in all classes.

### **Computation**

The following scale shall be used to average grade points for Honor Roll:

A	4.0 points
B	3.0 points
C	2.0 points
D	1.0 points
F	0.0 points

Add total points and divide by the number of classes. Reminder: PE and the Arts are half the points and are half a class when calculating GPA.

### **Parent/Teacher Conferences**

Formal conferences between parents and teachers are scheduled during the first and third grading periods of the school year.

Parent/Teacher Conferences provide an opportunity to review students' progress in all areas of their school experience. Parents are welcome to meet with their child's teacher for a conference at any time during the school year.

Additional conferences may be arranged by calling the school office or contacting your child's teacher.

### **Online Student Information: ParentVUE**

Parents and guardians access student information through the secure, internet-based student information system called ParentVUE. Information includes attendance, grades, assignments, schedules, transcripts, graduation status, and more. Automatic notifications about school events, attendance, discipline incidents, and student academic performance may be set up by parents. Apps are available for smart phones. Access to ParentVUE requires registration and account activation. The direct link is:

<https://www.peoriaunified.org/parentvue>

### **Reporting Student Progress**

Report cards and progress reports are designed to inform students and parents/guardians regarding student progress toward proficiency in state standards. Report cards are provided each quarter or every nine (9) weeks. Progress reports are issued at approximately the middle of each nine-week reporting period.

### **Retention/Promotion Protocol**

All students must demonstrate competency of academic standards in all subject areas before being promoted from grade to grade.

Competency may be demonstrated through grade level achievement or classroom performance; district criterion – referenced

tests; performance-based tests; and/or standardized tests.

In the event a student is considered for retention, the teacher notifies the parents at the first parent/teacher conference or no later than December/January of that school year. An intervention plan will be developed to support any student at-risk for retention. Student progress will be monitored to determine growth. Teachers and parents will communicate regularly regarding student progress. If you have questions, do not hesitate to contact your student's teacher.

Governing Board Policy IKE-RB and Arizona Revised Statute (A.R.S.) §15-701, all known as Move on When Reading (MOWR), are designed to provide students with evidence-based, effective reading instruction in kindergarten through third grade as well as promote early identification and intervention for struggling readers.

Families of kindergarten through third-grade students will receive annual notification of MOWR and dyslexia legislation. For any kindergarten through third-grade student not at benchmark on any fall, winter, or spring screeners, families are again notified of specific skill deficits and the intervention plan in place at school.

While many focus on the retention element of the MOWR legislation, which impacts less than 3 percent of students in the state each year, its primary and greatest impact is in its focus on early identification of struggling readers so that they receive targeted interventions designed to have them reading at grade level by or before the end of third grade.

Arizona Revised Statute §15-701 states that if a student scores below the cut score on the reading portion of the third-grade state assessment, Arizona's Academic Standards Assessment (AASA), the students will not be

promoted to the fourth grade until sufficient progress is made to demonstrate that the student is reading proficiently.

There are, however, four exemptions to retention in A.R.S. §15-701. In accordance with the law, a school district governing board is permitted to promote a student who fails to meet the cut score on the reading portion of the third grade AASA exam for any of the four following reasons:

1. A third-grade student is an English Learner or a limited English proficient student and has received less than three years of English language instruction.
2. A third-grade student is in the process of a special education referral or evaluation for placement in special education, has been diagnosed as having a significant reading impairment, including dyslexia, or is a child with a disability (as defined in section 15-761) and the pupil's individualized education program team and the pupil's parent or guardian agree that promotion is appropriate based on the pupil's individualized education program.
3. A third-grade student has demonstrated or subsequently demonstrates sufficient reading skills or adequate progress toward sufficient reading skills of the third-grade reading standards as evidenced through a collection of reading assessments approved by the state board of education, which included an alternative standardized reading assessment approved by the state board.
4. A third-grade student receives intervention and remedial services during the summer or a subsequent school year and demonstrates sufficient progress based on guidelines issued pursuant to subsection B, paragraph 7 or A.R.S. § 15-701.

Additional information about Arizona's Move on When Reading legislation can be obtained at <http://www.azed.gov/mowr/>. If you have questions or would like more information on this law, the full document can be found online at the link provided in the above paragraph or you may contact your child's principal.

## **Academic Integrity**

### **Cheating and Plagiarism**

Any form of deception, including, but not limited to, the use of notes, text messaging, social media, obtaining questions and answers ahead of time or sharing information with other students is cheating.

All student work presented for credit shall be the original work of that student. Taking someone else's work and passing it off as one's own is plagiarism. Any material quoted or summarized from other sources shall be credited to the original source. Shared projects should represent the work of the entire group. Any student involved in academic cheating/plagiarism shall be subject to disciplinary action.

### **Copyright Guidelines for Students**

Copyright provides protection for individuals, organizations, and companies from unlawful copying or use of their original works. It is a student's responsibility as a citizen to uphold copyright laws. Significant fines can be imposed for copyright violations. If a student is in doubt about whether a work, or part of a work, can be used, the teacher should be contacted before incorporating it into a project.

Guidelines that pertain to students can be found in the U.S. Copyright Guidelines for Fair Use, 2009. <http://www.copyright.gov/fair-use/more-info.html>

## **Arts Education**

Arts education includes visual and performing arts. The elementary experience includes visual arts, general music, band and choir. Students in grades K-4 participate in general music and art. Fifth and sixth grade students participate in art and elect either choir or band. Seventh and eighth-grade students choose between art, band, and choir.

## **Athletics**

An inter-school sports program is available for seventh and eighth-grade girls and boys. An elementary athletic participation fee of \$25.00 per sport with a maximum of \$50.00 per student will be charged.

Volleyball, softball, basketball, and track are available for the girls, while the boys may participate in flag football, basketball, softball and track. Track and field is offered to all fifth through eighth-grade students. Cross Country is offered to all first through eighth-grade students. Competition in both track and field and cross country is facilitated by way of area and district meets and/or tournaments. Spectator admission fees are charged for tournaments. School attendance is expected of all athletes on game days.

The selection of a team is a process that includes the coach using established criteria for selection and documenting the performance of the student athletes trying out for a team. All team members must furnish their own transportation to and from practice. The coaches will supply further information about schedules and specific details.

### **Insurance**

The district does not carry insurance for students medical or dental costs if they are

injured during school activities. Those participating in inter-school sports are required to show proof of insurance to participate.

Parents may choose student insurance through an independent company. The school assumes no liability for the coverage or any subsequent negotiations with the company. Like most insurance policies, there are some coverage limitations and exclusions. Information on the policy is available from each school's office. These forms are available only as a service to students and parents; the district has no other connection with the insurance company.

### **No Pass No Play**

State Board of Education Rule R7-208 as mandated by the Arizona State Legislature requires that each school district must have in place a "No Pass No Play" policy. Peoria Unified views this policy as a tool for motivating student athletes to be successful in their academic subjects. Athletics include extracurricular activities in the "No Pass No Play" policy. District policy requires the following:

- Student athletes receive a weekly grade check to determine their eligibility to participate in athletic competitions.
- A student must receive a passing grade in all enrolled classes on the weekly grade check preceding the contest or performance.

### **Sportsmanship and Citizenship**

Sportsmanship and citizenship are the central themes for all sports in Peoria Unified. All parents, coaches, and players are expected to demonstrate sportsmanship while enjoying the benefits of friendly competition. Failure to comply with positive behavior at any athletic event may result in school administration or game officials requesting individual(s) to leave the premises.

Student athletes must demonstrate conduct

reflecting the six pillars of Victory with Honor: trustworthiness, respect, responsibility, fairness, caring, and citizenship throughout their involvement during the season. Failure to comply with district or school procedures and rules may result in the suspension of participation.

## **Attendance**

### **Legal Requirements**

Arizona law requires that students between the ages of six (6) and sixteen (16) years of age must attend school every day (A.R.S. § 15-802A). Peoria Unified believes that academic excellence is achieved first and foremost by students being regular in attendance and being on time with consideration for the variables that affect children and families. These are two important factors that foster a positive attitude toward school.

### **Truancy - Parent Notification**

At the start of the school year, an introductory letter is sent home to notify parents/guardians of the truancy program. A second letter is sent home when a student has accrued ten (10) absences, and a third letter is sent home when a student has accrued fifteen (15) absences. If absences continue, a fourth letter will be sent home and the administration will schedule a conference with the parent/guardian and student or their case may be cited to the C.U.T.S Program through the Juvenile Court.

### **Court Unified Truancy Suppression Program (C.U.T.S.)**

Peoria Unified participates in the Maricopa County Diversion Program, *Court Unified Truancy Suppression program* (C.U.T.S.). When a student has eighteen (18) absences, the parent/legal guardian or student is in violation of the statute. The student may be cited through the C.U.T.S. program and referred to the juvenile court. The parent/legal guardian may

also be criminally cited and is subject to prosecution. If convicted, the parent/legal guardian could be fined or incarcerated. The procedural details can be found on the State of Arizona website:

<https://www.superiorcourt.maricopa.gov/JuvenileProbation/Index.asp> (District Policy JHB)

Our goal is to partner with parents/guardians. If there are circumstances that hinder attendance, a meeting is highly encouraged. It is our goal that all students attend regularly and are able to partake in a wide range of academic and extracurricular activities.

### **Absence Reporting**

When a child is absent or tardy, it is very important that the school is notified as soon as possible by calling the 24-hour attendance line. An early call to the school will save time and help protect your child. If the school is not notified early in the morning, a call is made to the parent/guardian to verify the student's absence. For absences to qualify as excused, the parent/guardian must contact the school. Upon the student's return to school, it is their responsibility to ensure that all work is requested and made up within the amount of time equivalent to the number of days absent to complete and turn in his/her assignment.

It is important that school personnel have the ability to contact a child's parent or guardian in the event of illness or an emergency. Please notify the front office of any changes in your child's emergency contact information.

### **Excused Absences**

For absences to qualify as excused, the parent/guardian must provide acceptable documentation. A telephone call only verifies the absence, it does not "excuse" it. We understand that not every absence requires a doctor's visit. However, should your child go to

the doctor, please provide the appropriate documentation to excuse the absence.

Acceptable documentation can be in the form of:

1. Chronic illness form completed by a doctor each school year. Only absences pertaining to that chronic illness will be excused. Consult with the school nurse to obtain this form.
2. Physician's note.
3. Airline tickets or parent letter explaining the reason for the absence.
4. College visit (tour itinerary).
5. A copy of an accident report or citation.

Peoria Unified recognizes there may be "extenuating circumstances" surrounding a student absence. Contact school in such cases:

1. Death in the family
2. Chronic illness
3. Surgery
4. Contagious illnesses (pink eye, strep throat, mononucleosis, etc.)
5. A car accident

Extenuating circumstances must be accompanied by acceptable documentation.

### **Unexcused Absences**

Unexcused absences are those absences that do not qualify under "extenuating circumstances" or are not supported by "acceptable documentation".

### **Unverified Absences**

Unverified absences are those absences that have not been verified or confirmed by a parent.

### **Tardy Guidelines**

When a student is late to school (after the tardy bell), he/she must report to the office before going to the classroom. The student will be given a pass to take to the classroom teacher. If

the student has continued tardiness, the parents will be notified, and the student may be required to make the time up during lunch, recess, or after school hours.

### **Sign Out**

For the safety and protection of the student, school staff cannot allow the student to be taken from the room before regular dismissal time without the parent first coming to the office, providing a picture I.D. and signing the child out. Office staff will then call the student from class. Schools will not excuse a student early on the basis of a note or telephone call from parents.

No child will be released to a parent, guardian, or any other person not listed on the Emergency Contact Card. Written authorization must be given to the school for a student to leave campus.

## **School Behavior Expectations**

Peoria Unified believes that developing and fostering positive relationships is pivotal in building a safe and nurturing school climate. When addressing student behavior, it is imperative to maintain a relational approach to administering consequences. Our goal is to address inappropriate behavior fairly and provide meaningful accountability. We believe it is important to hear student voices and build understanding whenever possible. All students will be given due process.

Rules for student conduct are established by law, by District Policy JIC, and by the Student Discipline Code. Within the code, showing minimum and maximum consequences for first and repeated occurrences in common problem areas is provided as a communication tool for all who share in the educational process. At times, consequences not set forth in the code may be

developed if the proposed alternatives are viewed by the school official and parent as useful and appropriate. Several problem areas represented in the code are discussed in greater detail in the handbook because they have unusual importance in maintaining positive school climate. Copies of governing board policies are available online. The direct link is <https://policy.azsba.org/asba/browse/peoria/welcome/root>.

The Student Discipline Code will be reviewed each year and modified as necessary to maintain a fair, effective, and consistent system of rules for student conduct throughout the district. Students referred for discipline are guaranteed the following due process rights:

1. The right to be informed of accusations against them.
2. The opportunity to admit or deny accusations.
3. The right to hear evidence on which accusations are based.
4. An opportunity to present an alternative factual position.
5. And the right to appeal a disciplinary decision in accordance with District Policy JIA, JKD, and JKE.

Students who consistently show an indifference to school policy, who are unable or unwilling to comply with school policies, or those who exhibit attendance violations or other behavior patterns that are disruptive to the educational process and/or adversely affect the welfare or rights of other students, will be considered in violation of the Student Discipline Code.

1. The student's total disciplinary and/or attendance record may be used when imposing disciplinary action for violation of this regulation.
2. In accordance with District Policy JKD, an investigation will be conducted by the building administrator and as a result may

impose a five-day suspension or make a recommendation for up to a nine-day suspension with a possible long-term suspension hearing.

### **Off-Campus Misconduct**

The expectation of appropriate school behavior may apply to conduct off school grounds if such behavior poses a threat to the health or safety of others within the school setting or it interferes with the educational process.

### **Jurisdiction During After-School Hours**

Peoria Unified may pursue disciplinary action for trespassing violation and acts of vandalism to district/school facilities and property when occurring during or after school hours, weekend, holiday breaks, and summer recess. Restitution will be sought for property damage and loss.

### **School Rules**

Students are expected to follow directions given by school authority and obey school rules, including, but not limited to:

1. Drugs, alcohol and/or tobacco/vapor products are not permitted on campus or within 300 feet of school property and/or at school events.
2. Contraband items are not permitted on campus. Refer to the Contraband Items section for a list of these items.
3. Bullying, cyber bullying, name-calling, threats, and fighting are not permitted.
4. Cell phone usage may be used throughout the instructional day for educational purposes only, and only at the discretion of a Peoria teacher or administrator. The use of cell phones for photo/video/audio recording of other students or district employees is prohibited.
5. Students not under direct supervision of a teacher must have an appropriate pass.
6. Bicycles, skateboards, scooters, etc. must be walked and not ridden while on school grounds and crosswalks. These items must be locked and stored in the bike rack. Peoria Unified is not responsible for damaged or stolen items. Students are encouraged to wear a helmet and cross only at marked crosswalks.
7. Proper use of equipment and safe play on the playground.
8. Students shall vacate school premises promptly at school dismissal and after extra-curricular activities.
9. Personal fundraising activities are not allowed on campus.

### **Student Dress**

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

1. Students must wear a shirt with pants or skirt or the equivalent (dress, leggings, or shorts).
2. Clothing must not be see-through and must cover a student's undergarments, chest, and torso when standing or sitting.
3. Shoes must be worn at all times. Closed shoes are to be worn for any type of physical activity, such as physical education, etc.
4. Jewelry shall not be worn if it presents a safety hazard.
5. Clothing, accessories and/or jewelry may not state, imply, or depict hate speech/imagery targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any other protected classification.
6. Students may wear clothing, accessories, and jewelry that display religious messages

or religious symbols in the same manner and to the same extent that other types of clothing accessories and jewelry that display messages or symbols are permitted.

7. Subject to the above, no hats, bandannas, other head coverings, or sunglasses may be worn in a classroom or school building, except for properly approved occupational safety headgear required for special classes or if authorized by a school administrator or authorized/prescribed by a medical professional.
8. Obscene language or symbols, or symbols of drugs, sex, or alcohol on clothing are prohibited.
9. Students may not wear clothing, accessories and/or jewelry with images, symbols, slogans, words, or phrases that are profane, discriminatory, or defamatory, or that is worn with the intent to convey affiliation with a criminal street gang as defined in A.R.S. § 13-105.
10. Hats and sunglasses may be worn outside.

Exceptions for special activities or health considerations may be preapproved by the administrator.

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

Students who violate the dress code will be required to change to appropriate attire in compliance with the dress code or be picked up from school by a parent or guardian. Questions can be addressed to site administration.

### **Contraband**

The following items are prohibited at school, including, but not limited to, knives, weapons, or replicas of weapons of any kind, fireworks of any kind, lighters, matches, cigarettes of any kind,

tobacco products of any kind, vapor products of any kind, drugs, alcohol, pornography, laser pointers or pens, water guns, roller blades, Go-peds, Hoverboards, shoes with wheels, and/or other non-licensed motorized items. These items and anything else that causes disruption to the instructional process or safety concerns will be confiscated and disciplinary action will follow.

### **Student and School Property Searches**

Peoria Unified's number one priority is maintaining a safe, positive learning environment for our students and staff. School officials need only reasonable suspicion to initiate a search at any time without notice, without student consent, and without a search warrant. Reasonable suspicion is based on information received from students or teachers that is considered reliable. Reasonable suspicion may also be prompted by the behavior or demeanor of the student. Consequently, school officials may search if reasonable suspicion is established as the primary basis for the search. Searches may include and are not limited to student's person, desks, lockers, backpacks, purses, cell phones, wallets, etc.

### **Student Violence/Harassment/Intimidation/Bullying**

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

Peoria Unified shall identify and implement age-appropriate programs designed to instill in students the values of positive interpersonal relationships, mutual respect, and appropriate conflict resolution. To assist in achieving a school environment based on the beliefs of the



Governing Board, bullying, harassment, or intimidation will not be tolerated.

**Definitions:**

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

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

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

- A. 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.
- B. Exposure to social exclusion or ostracism with malicious intent.
- C. Physical contact includes but not limited to pushing, hitting, kicking, shoving, or spitting.
- D. Damage to or theft of personal property.

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

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

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

**Prohibitions and Discipline:**

Students are prohibited from bullying on school grounds, school property, school buses, at school bus stops, at school-sponsored events and activities, and through the use of electronic technology or electronic communication equipment on school computers, networks, forums, or mailing lists. Disciplinary action may result for bullying which occurs outside of the school and the school day when such bullying results in a substantial physical, mental, or emotional negative effect on the victim while on school grounds, school property, school buses, at school bus stops, or at school-sponsored events and activities, or when such act(s) interfere with the authority of the school system to maintain order. All suspected violations of the law will be reported to local law enforcement.

Students are encouraged to immediately report these types of incidents to a school official. It is required that the school official follow

procedures to investigate a student bullying claim and resolve incident(s) with appropriate sanctions. Such behavior disrupts the education process and climate of the school and must be reported to school administration immediately. Any parent who suspects their child is a victim of bullying or harassment shall notify school officials and make a report. Forms to report these incidents are located in every school office and are available to be downloaded from our district internet website site:

<https://www.peoriaunified.org/Page/355>

Peoria Unified Safe School Line (623-486-6199) is also available twenty-four (24) hours per day, seven (7) days a week to report incidents. (District Policy JII)

### **Abuse of Drugs Prevention Policy**

Peoria Unified has established the following administrative procedures to implement the Governing Board policy on drug abuse prevention. Student involvement with drugs, including alcohol or tobacco, within 300 feet of school property, or at school-sponsored events, will be disciplined according to District Policy. It shall be the responsibility of all school employees to report all reasonably suspected instances of the non-medical use of drugs to the principal or his/her designee.

### **Possession and Use of Drugs, Alcohol, and Inhalants**

#### **Regulation:**

The possession, use, or being under the influence of non-prescribed/prescribed drugs, paraphernalia associated with drugs, alcohol, or inhalants on or near school property or school-sponsored events by students is prohibited.

#### **1st Offense:**

- Short-term suspension
- Parent conference
- Police notification
- Possible long-term suspension

#### **2nd Offense:**

- May result in a long-term suspension hearing or expulsion
- Parent notification
- Police notification

### **Distribution or Selling of Drugs, Alcohol, and Inhalants**

#### **Regulation:**

The sale or distribution of non-prescribed/prescribed drugs, paraphernalia associated with drugs, alcohol, or inhalants on or within 300 feet of school property or school-sponsored events by students is prohibited. Whenever the principal is reasonably certain that a student is involved in the distribution or selling of non-prescribed/prescribed drugs or alcohol, law enforcement authorities and parent(s) or legal guardian(s) shall be contacted.

If it has been determined that a student is involved in the distribution of alcohol or non-prescribed/prescribed drugs, he/she shall be disciplined as follows:

#### **1st Offense:**

- Short-term suspension
- Parent conference
- Possible police notification
- Possible long-term suspension

#### **2nd Offense:**

- May result in long-term suspension hearing or expulsion
- Parent conference
- Police notification

### **Referral of Students**

When there is reasonable suspicion that any student is under the influence of drugs while school is in session, he/she shall be referred to the school Health Office Nurse. Such cases shall be treated like any other medical problem. The school Health Office Nurse shall report the case to the administrator.

When there is reasonable suspicion that any student is under the influence of drugs while at a school activity and no school health services are available, it shall be the responsibility of the supervisor on duty to call for appropriate aid.

### **Return to School**

Whenever a student has been determined as using drugs for non-medical purposes and has returned after the appropriate suspensions, an effort should be made by school personnel and parent(s) or legal guardian(s) to prevent the problem from recurring. The process could include, but not necessarily be limited to, the following:

- Utilization of community-based programs
- Ongoing contact with parent to determine need for additional support from community agencies
- An effort made by the student's teachers or other professionals on site to help him/her emphasize the positive alternatives to drug-using behavior

### **Gang Related Activity**

For the purposes of school discipline, a gang shall be defined as a group of three or more persons who (1) have a name, (2) claim a territory, (3) have rivals/enemies, (4) interact together to the exclusion of others, and (5) exhibit antisocial behavior often associated with crime or a threat to the community.

"Gang behavior that initiates, advocates, or promotes activities which threaten the safety or well-being of persons or property on school grounds, or which disrupts the educational environment, is strictly forbidden. Any student wearing, carrying, or displaying gang clothing, symbols or paraphernalia; exhibiting behavior or gestures which symbolize gang membership; causing and/or participating in activities which intimidate or adversely affect the educational pursuits of another student, or the orderly operation of the school shall be subject to

disciplinary action." (District Policy JICF)

Peoria Unified and local law enforcement agencies are working together to provide a safe learning environment for children. The following will be used to prohibit inappropriate and/or gang-related behavior on campus:

- Graffiti symbolizing gang membership or identification can inflame hostility between gangs and create a potentially violent situation. Students using graffiti may receive a suspension from school. Throwing signs may result in suspension.
- Baseball caps containing gang identification/graffiti will be turned over to the police department and can be retrieved by parents.
- Gang related altercations will be reported to the police immediately and school personnel will do follow-up, if necessary.
- Weapons will be turned over to the police.
- Students will be suspended.
- Fighting will result in automatic suspension.
- Intimidation will warrant suspension.
- Students who continue to disrupt the educational process or pose a threat to other students due to gang-related behaviors will be recommended for long-term suspension, expulsion, or an alternative program.

### **Negative Group Affiliation**

Specific attitudes and actions of a student affiliated with a negative group or gang including gang-related behavior, association, apparel, symbols, paraphernalia, and/or activities is prohibited.

### **Possession of Weapons or Other Dangerous Instruments**

Peoria Unified prohibits any person from possessing, storing, or using weapons, knives, firearms, explosive devices, and/or other dangerous instruments on school premises, including inside vehicles on school premises, on

school buses, and at activities sponsored by the district and/or district schools (District Policy JICI).

**Weapons:**

“Weapons” include, but are not limited to, the following:

- Any device that (a) is designed as a weapon and capable of causing bodily harm, or (b) in the manner it is used or intended to be used, is calculated or likely to produce bodily harm. Such devices include, but are not limited to, martial arts instruments, instruments similar to martial arts instruments, knuckles, instruments similar to knuckles, razors, switchblades, knives, chains, clubs, and pepper spray.
- Any BB, paintball, pellet-firing, dart, or any other air gun that expels a projectile through the force of air pressure or expanding gases.
- Any electric weapon (i.e., any device that is designed, redesigned, used, or intended to be used, offensively or defensively, to immobilize or incapacitate persons by the use of electric current).
- Look-alike weapons, including, but not limited to, toy guns, water guns, replica non-guns, and air-soft guns firing nonmetallic projectiles.

**Firearms:**

“Firearms” are loaded or unloaded firearms, including, but not limited to:

- Any weapon (including a starter gun) that will, is designed to, or may readily be converted to expel a projectile by the action of an explosive or other propellant.
- The frame or receiver of any such weapon.

**Explosive Devices:**

“Explosive devices” include, but are not limited to:

- Any destructive device, including, but not limited to, explosive, incendiary, or poison gas devices (e.g., bombs, grenades, or similar devices).

- Fireworks of any kind.

**School Premises:**

“School premises” include, but are not limited to, any school building, grounds, recreation area, athletic field, bus, vehicle, or any other property that Peoria Unified owns, uses, or operates. If any student or district staff member is aware of any violation of this policy, he or she must report the violation to the district administration immediately.

**Fighting**

Fighting, defined as physical contact with another person intended to cause harm, is prohibited on a school campus.

**Student Violations**

Any student who violates this policy is subject to disciplinary action, including long-term suspension from the district. Building administrators will determine the appropriate disciplinary action to take against a student who violates this policy by possessing, storing, or using a weapon, knife, explosive device, and/or other dangerous instrument. In determining the appropriate disciplinary action, building administrators will consider various factors, including, but not limited to; the age and developmental stage of the student, the nature of the violation, the type of weapon possessed, the student’s disciplinary history, and whether the student used the weapon, knife, explosive device, and/or other dangerous instrument to harm or threaten harm toward another person.

If a student possesses a firearm on school premises and/or at activities sponsored by the district or school, the building administrator will suspend the student for nine (9) days and recommend long-term suspension. Peoria Unified will conduct a long-term suspension hearing. If the hearing officer determines that the student possessed a firearm on school premises and/or at activities sponsored by the

district or school, the district will suspend the student for one year, unless it decides to modify the term of the suspension on a case-by-case basis.

The district will comply with all applicable state and federal laws regarding the discipline of students with disabilities under the Individuals with Disabilities Education Act and Section 504 of the Rehabilitation Act. A special education student that reaches the current threshold for suspension days within a year will receive a manifestation hearing. The purpose of this meeting will be to determine if the disciplinary infraction was a manifestation of the student's disability. Where the disciplinary conduct is a "special circumstance," school personnel may remove a student to an interim alternative educational setting for not more than forty-five (45) school days, regardless of the results of the manifestation determination. Special circumstances exist if the student:

- Carries a weapon to or possesses a weapon at school, on school premises, or to or at a school function.
- Knowingly possesses or uses illegal drugs or sells or solicits the sale of a controlled substance, while at school, on school premises, or at a school function.
- Inflicts serious bodily injury upon another person while at school, on school premises, or at a school function.

### **Student Relationships**

Companionship and friendship in good taste is encouraged. However, public displays of affection between students is unacceptable and may necessitate further action by the administration. Staff-student relationships are strictly prohibited.

### **Suspensions**

On-campus suspension is directed toward eliminating inappropriate behavior and may be used as an alternative to off-campus

suspension. On-campus suspension allows the student to attend school in a separate place on campus where the educational program may be continued. Placement is from one (1) to nine (9) days, depending upon the offense.

**Students placed on an on-campus or off-campus suspension may not be at any school-sponsored event during the suspension. A suspension period would encompass the hours before, during, and after school. Students in violation of this policy will have additional days added to the suspension.**

*\*Suspensions or expulsions beyond nine (9) days require Governing Board action.*

### **Confinement for Discipline**

Disciplinary policies involving the confinement of students left alone in an enclosed space as prescribed in A.R.S. § 15-843, District Policy JK, shall include a process for prior written parental notification that confinement may be used for disciplinary purposes. The statute also stipulates that an exception is applicable to use confinement if a school principal or teacher determines that a student poses imminent physical harm to self or others. The school principal or teacher shall make reasonable attempts to notify the student's parent or guardian in writing by the end of the same day that confinement was used.

In complying with the law, we are providing you with written notification regarding confinement in this handbook. Each school will follow current, established policy to implement positive, evidence-based safe procedures for all students including those who exhibit behaviors that interfere with learning or who place themselves or others in danger.

# Food and Nutrition

## **Food and Nutrition Program**

Our cafeterias serve kid-friendly, nutritionally balanced meals each school day. Students have a variety of choices each day along with fresh fruits and vegetables.

Breakfast and lunch are offered to all students at the following 2022-2023 meal prices:

Breakfast: Paid - \$1.50, Reduced - \$0.40

Lunch: Paid - \$2.50, Reduced - \$0.40

If a child would like to purchase a second breakfast or lunch, the cost is \$1.50 for breakfast and \$2.50 for lunch. Second meals can be purchased by funding the child's account using [www.myschoolbucks.com](http://www.myschoolbucks.com), cash or check. Although meals can be purchased during the lunch line, prepayments are encouraged to prevent delays in the line.

Apply at [www.school lunchapp.com](http://www.school lunchapp.com) after July 20<sup>th</sup> or submit a paper application to the school cafeteria. Do not return the application to the teacher. A new application is needed each year. Many programs depend on the applications submitted, in addition to students in some cases receiving discounts through other programs once approved for free and reduced meals.

All students have an account at the school. When purchasing a meal, students enter a PIN number, scan a card, or select their picture on a screen.

A lunch includes a choice of entrees and a selection of fruit, vegetable, and milk. A breakfast includes a choice of entrees and a fruit, juice, and milk. USDA regulations require each child to take a half cup of fruit or vegetable with each meal. Milk is available for purchase for 35 cents. A child that brings a lunch from home may purchase a milk, fruit, and vegetable.

A vegetarian option is available every day and is noted on the menu with a "v."

Children with food allergies must have the district's Food Allergy Form completed by their doctor to receive alternate meals. The form is on the district's website:

<https://www.peoriaunified.org/domain/98>

Email the form to [foodandnutrition@pusd11.net](mailto:foodandnutrition@pusd11.net) or give the form to the Cafeteria Manager. Due to USDA policies, juice is not allowed as a substitute for milk. A student that does not want milk or cannot drink milk may select a meal and can choose not to take milk. Milk is always optional. Cups are available for water if the student needs one.

**No food or beverage** is to be taken out of the cafeteria unless it is a whole piece of fruit or sealed cup of fruit. Students are required to wash their hands before lunch.

## **Charge Policy**

Up to two meal charges are allowed. Students will not be allowed to charge any second or a la carte purchases.

An email is sent weekly with the amount the student has remaining and any charges. This is designed to keep the parent current of money needed or if a refund is needed. Any remaining money on student accounts will roll over to the next year. Phone calls are sent any time a student owes money for charged meals.

Refunds are automatically mailed at the end of each month for withdrawn students and at the end of the year for any non-returning students. If the balance is less than \$5.00 and no other siblings are receiving a refund, a parent may request a refund but may be required to pay \$5.00 for the cost to the district to process the refund. Refunds may be requested through your Cafeteria Manager or by emailing your name, student name, address, and phone

number to [foodandnutrition@pusd11.net](mailto:foodandnutrition@pusd11.net)

### **Class Parties**

For the safety of our children, Peoria Unified strongly discourages home-cooked foods being brought to school to sell or for classroom parties. Food should be pre-packaged and/or prepared in a commercial facility. Maricopa County Health Department allows resale of baked products with proper signage and notification.

### **Smart Snacks Standards (HHFKA 2010)**

Regulations state that food sales during breakfast and lunch must meet the smart snack regulations. Fundraisers may be conducted at any time if the items meet Smart Snack requirements. Visit <https://foodplanner.healthiergeneration.org/calculator/> for help determining if an item meets the standards.

If an item is sold or distributed outside of mealtimes and the exemption request is completed, the sale will be permitted. Soda and diet soda are not allowed as saleable items. A school principal or designated representative of the school is permitted to submit an exemption request online at <https://www.surveymonkey.com/s/fundraiserexemption> or by contacting Health and Nutrition Services Division at 602-542-8700.

For full information about smart snacks, visit the district website at <https://www.peoriaunified.org/Page/2851>.

## **General Information**

### **Directory Information**

Directory information can be requested pertaining to elementary students from local, state, and/or federal agencies, or any

organization that provides educational or occupational opportunities. If you request that your child's information not be released without your prior parental consent, please notify your school office in writing within two (2) weeks of this notice.

Directory information includes the following: name, address, and telephone number; names of parents; address and telephone number of the parents; date and place of birth of the student; class designation (grade, etc.); extracurricular participation; weight and height if a member of an athletic team; attendance dates; awards received; and photograph.

### **Photo and Video Release**

During the school year, students may be photographed, recorded, or filmed by Peoria Unified staff or other approved individuals, including the news media, while participating in school programs and activities. Students may also create schoolwork and/or other intellectual property, such as artwork, essays, and poetry ("creative work") as part of the education process.

Included in each student's initial enrollment packet is the Photo and Video Release Form. Parents and guardians are asked to indicate on this form whether they consent to give Peoria Unified permission and authority to use and/or publish you and/or your child's name, image, and/or creative works to further the district's educational mission (excludes yearbook photo).

### **Open Enrollment and Renewal Process**

Peoria Unified schools will enroll students in accordance with the open enrollment provisions set forth in state law and Governing Board Policy JFB.

1. Families currently on open enrollment will not need to re-apply each year for open enrollment status. Schools will review students' open enrollment status annually

for readmittance for the following year.

2. Eighth-grade students currently enrolled/open enrolled in a district elementary school wishing to attend a district high school out of their attendance area must fill out an open enrollment application between October 1 and December 1 of their eighth-grade year. The application must be submitted directly to the high school of the student's choice.
3. New applicants must submit open enrollment applications between October 1 – December 1 to be considered for open enrollment during the following school year. No open enrollment applications will be accepted prior to October 1 of each school year.
4. Capacity estimates for grades 1 through 12 will be made available to the public in September of each year on the website.
5. Open enrollment will be approved based on capacity at a school site and capacity in a special program in which a student may be enrolled.

### **Displaced Children**

Students who lack a fixed, regular, or adequate nighttime residence may be eligible for services under the McKinney-Vento Act. This Act ensures that displaced children and/or youths are able to continue their education, even while they may be in temporary or unstable living situations. Please contact the Homeless Education Liaison for the district. Your school staff has the contact information.

### **School Books and Supplies**

The district will provide students' textbooks, subject matter materials, and supplementary books free of charge. Students using district texts, software, and supplementary books are responsible for the loss or damage thereof. If students require a second copy of such materials, they must reimburse the district at the price paid by the district. Monies collected

may be used for the repair or purchase of new books or materials.

### **Student Records and Supplemental Records**

Access to educational records is governed by federal law (Family Educational Rights and Privacy Act - FERPA). Parents and students eighteen (18) years of age or older have the following rights in connection with educational records:

1. To inspect and review the student's educational records.
2. To request amendment of the student's educational records to ensure that the records are not inaccurate, misleading, or in violation of student rights, including the right to a hearing, if necessary.
3. To consent to disclosure of personally identifiable information contained in the student's educational record, **except that** information deemed "directory information" may be disclosed without consent unless the parent/eligible student communicates in writing this information is not made public. Disclosure may also be made without consent in certain circumstances allowed by FERPA.
4. To file complaints with the U.S. Department of Education.
5. A copy of District Policy JR, Student Records or Inspection of Records, may be requested from the principal. Copies of these policies are located at each school and the district office.

Please keep student information current and updated at all times.

Biological parents and divorced biological parents have equal rights relating to student records unless the school has been provided a court order to the contrary. Supplemental records may be prepared as needed but shall not be considered as part of the permanent



record file for students. Examples of supplemental records may include health cards, psychological reports, and special education records. Upon withdrawal or graduation by the student, these records shall be maintained for five (5) years and then destroyed. Parents may request copies of such records prior to disposal.

Student disciplinary records, with respect to long-term suspensions and expulsions, will be forwarded to other schools as part of the student record request. The Arizona Department of Education also publishes a Parent Handbook. The handbook is available at <https://www.azed.gov/>.

### **Student Fees**

Elementary students can participate in the following activities while attending Peoria Unified. Students are encouraged to participate but are not required to do so. Participation is in no way tied to student grades. Our schools have always provided for students that have difficulty meeting the fee requirements.

- **General Field Trips**  
Students are given the opportunity to go on field trips during the school year. Common trips are to museums, zoos, eighth-grade activities, theater performances, and positive reward events. Fees will vary for individual schools.
- **Outdoor Education**  
Many of our schools participate in overnight outdoor education trips away from the campus and often out of the county. These trips range from one (1) to three (3) days and are optional. Fees will vary for individual schools.
- **Athletic Fees**  
See Athletics.

### **Messages and Gifts**

Only emergency messages will be delivered. An emergency is an accident, illness, or serious family problem.

### **Food Delivery**

It is not recommended that balloons, flowers, any food delivery, cookie bouquets, etc. be delivered to the school for students. Deliveries made during the school day will be held in the office until the end of the day.

### **Pets**

Before students can bring their pets on campus, a parent must contact the classroom teacher for permission. Remember that many children (as well as teachers) are allergic to pets. Parents are not to bring pets to school when dropping off and picking up children or at extracurricular activities.

### **Telephone**

Students are allowed to use the school telephone in the case of an emergency. If parents would like to talk with their child's teacher, they should call either before classes begin or after the students are dismissed. Parents may call during class hours and then leave a message with the school office personnel. The teacher will return the call within one business day.

### **Visitors**

The community is welcome at Peoria Unified schools. Parent involvement is a big reason Peoria Unified ranks among the best school districts in Arizona. Parental involvement is strongly encouraged and solicited, since research shows that a child's success in school is directly related to his/her parents' interest and involvement. Visitors are encouraged to inquire into the operation of the school, to visit classrooms and the cafeteria, and to familiarize themselves with school programs. Arrangements must be made with the school

prior to visiting classrooms. All visitors are expected to conduct themselves in an appropriate manner.

Brothers, sisters, and other young adults are never permitted to visit unless a parent or an emergency contact over the age of 18 accompanies them.

### **Volunteers**

Parents who wish to volunteer or chaperone field trips must participate in the volunteer training program. This training must be completed prior to volunteering or chaperoning field trips. Parent volunteers are asked to make arrangements for younger children while volunteering to avoid unintentional distractions to the learning environment. More volunteer information, applications, and forms are available at <http://www.peoriaunified.org/>.

**All visitors/volunteers must obtain a pass from the office and must check in and out with the office each time they enter or leave the campus.**

## **Health**

The goal of the school health program is to help each child realize his/her full potential to become a physically, mentally, emotionally, and socially integrated individual. The Health Office Nurse recognizes that a child in ill health cannot learn to the maximum of his/her ability and are well oriented in the use of nursing skills in the school setting. All the Health Office Nurses in the Peoria School District work with parents, physicians, and other school personnel to achieve this goal; however, they are not authorized to make a diagnosis. A doctor's visit may be recommended.

### **Administration of Medication**

In order for students to receive medication at school, the following Peoria Unified policy will

apply:

- Over the counter medications should have a doctor's prescription before asking the Health Office Nurse to administer it.
- The Health Office Nurse cannot administer non FDA approved medications.
- Parent/guardian will bring the student's medication to the Health Office Nurse and pick it up from school when needed. The student cannot transport the medication himself/herself.
- Medications (prescription or non-prescription) may not be transported on school buses.
- A permission form supplied by the district must be completed by the parent/guardian.
- Medication may not be administered if the requirements of A.R.S. § 15-344 and district policy as outlined are not met.

### **Administration of Medication Prescribed by a Physician**

The law (A.R.S. § 15-344) requires medication must be delivered to the Health Office Nurse in the prescription container as prepared by the pharmacist. The Health Office Nurse may document the number of pills upon receipt.

- The prescription label must bear the student's name, current date, and name of medication, dosage, and the time to be given. This time cannot be adjusted per parent request. Health Office Nurses must follow the time on the prescription bottle. Inhalers and epi pens must be properly labeled as well, or the Health Office Nurse cannot administer or allow the child to administer themselves. Health Office Nurses cannot administer expired medications.
- Please ask your pharmacist to provide you with three containers: one for home, one for school, and one for a single dose on field trips.
- It is recommended that no more than a 30-day supply is maintained at school.
- With parent/guardian written consent, the

Health Office Nurse may consult with the physician regarding medication or immunizations.

### **Communicable Diseases**

The control of communicable disease during the school year is a difficult task. Please keep your child at home if he/she shows any of the following signs of illness:

- Restlessness during night
- Undiagnosed rash, with or without fever
- Red or itchy eyes or drainage from eyes
- Swelling of face/glands
- Excessive fatigue
- Fever (100 degrees or higher)
- Congestion or runny nose with discolored nasal drainage
- Coughing
- Sore throat
- Nausea/vomiting/diarrhea
- Shortness of breath or difficulty breathing
- Muscle or body aches/chills

Please refer to the Health Services Tab located on [peoriaunified.org](http://peoriaunified.org). Click the FAQ/Resources link to see a list of illnesses and when your child can return to school. If the illness is not listed, please contact your health office nurse or your child's doctor for questions. A doctor's note is always helpful upon return to school. Your health office nurse has the discretion to send your child back home for the day if he/she is still not well enough to be in school.

### **Head Lice, Bed Bugs, and Other**

#### **Parasites**

Head lice, bed bugs, scabies, and other parasites are easily transmitted from one person to another. It has nothing to do with personal hygiene. Anyone can become infested. That is why students infested with live lice bugs, bed bugs, scabies, or other parasites will not be allowed to return to school until treatment has been received and live bugs are gone. Upon completion of treatment, the Health Office

Nurse will evaluate the student to make sure they can return to the classroom. To take preventative measures, notify the Health Office Nurse at the first sign of infestation.

### **Early Dismissal of Students Due to Illness or Injury**

When illness or injury occurs at school and remaining at school is not in the student's best interest, parents/legal guardians or their designee will be contacted. Parents will be called in the event of any **serious accident or illness**. For their safety, students are **not** allowed to walk home during the school day. A parent, legal guardian, or authorized emergency contact must sign them out of school.

Students will only be released to parents, legal guardians, or authorized emergency contact; every attempt will be made to notify parents first. **When illness or injury occurs, and it is determined that it is not serious, and the student remains in school, notification of the parent/legal guardian will be at the school Health Office Nurse's discretion.** If you would like the school Health Office Nurse to contact you every time your child is seen by the nurse for a medical concern, please notify the school Health Office Nurse in writing or by phone at the beginning of the school year.

Students who become ill or injured during the school day **may not** use a school phone or cell phone to call a parent to come pick them up. Ill or injured students may only leave the school campus at the discretion of the professional Health Office Nurse after an appropriate assessment of the illness or injury. It is important that the Health Office Nurse be able to communicate with the parent regarding the student's needs.

### **Emergency Information Update**

Each school year, you will be asked to complete an emergency update for each child in your

family. You are asked to provide school personnel with current information so that you can be reached in the event of an illness, injury, or emergency. Please let school personnel know how and where to reach you during school hours. ***Keep school personnel informed of any changes in this information during the school year.*** Once you have been called to pick up your child, you are expected to arrive within a reasonable amount of time.

Chronic conditions that can lead to an emergency during class time, such as epilepsy, diabetes, asthma, and severe food allergies may be shared with your student's teacher by the Health Office Nurse, so the teacher is best prepared to serve their needs. Treatment plans from your doctor must be on file with the Health Office Nurse for the above conditions and renewed annually. You are encouraged to communicate with the Health Office Nurse and teacher regarding all serious health concerns.

### **Health Records**

The school Health Office Nurse establishes and maintains a health record for each student. The health record contains immunization status, screening results, health history, and other information at the discretion of the Health Office Nurse.

### **Health Screening**

Health screening programs may include:

- Vision (Appropriate grades will be screened every year. This includes, but is not limited to, preschool, all special education students, kindergarten, 1<sup>st</sup>, 3<sup>rd</sup>, 5<sup>th</sup>, 7<sup>th</sup>, and 9<sup>th</sup> grades.)
- Hearing (Appropriate grades will be screened every year. This includes, but is not limited to, preschool, all special education students, kindergarten, 1<sup>st</sup>, 3<sup>rd</sup>, 5<sup>th</sup>, 7<sup>th</sup>, and 9<sup>th</sup> grades.)
- Scoliosis
- Dental
- Height and weight

- Blood pressure

If any abnormalities are discovered as a result of the screening, parents/legal guardians will be notified, and recommendations made for further evaluation. Parents may choose not to have their child screened. Please contact the Health Office Nurse if you choose to opt out of screenings.

### **Immunizations**

Documentary proof of immunizations must be presented to school personnel at the time of enrollment. Immunizations must be current for the age of the child. Please keep the school Health Office Nurse informed of any new immunizations your children receive so the health records will be current.

Children who are not adequately vaccinated against preventable diseases will be excluded from school in the event of a disease outbreak, per Maricopa County Department of Public Health. The following is the immunization requirement for school enrollment (Maricopa County Department of Health):

- Arizona State Law requires that a child, upon entering school, must have a record of immunizations against preventable childhood diseases (A.R.S. §15-871-874).
- Preschool students must be current with DTap/DTP/DT, Polio, MMR, Hepatitis B, and Varicella (chickenpox) vaccines. They must also be current with Hepatitis A and Hib immunizations.
- Students entering Kindergarten must have four (4) to five (5) doses of DTap/DTP/DT, four (4) doses of Polio (IPV), two (2) doses of MMR, three doses of Hepatitis B, and one (1) dose of Varicella (chickenpox) vaccines.
- Students who are eleven (11) years or older are required to have the above immunizations (incoming kindergarten) and also one (1) dose of the Meningococcal Vaccine (MV), one (1) dose of the Varicella vaccine (two (2) are required ***if*** the first dose was given at age 13 or later), and one (1) dose of the Tdap vaccine that should be

administered at eleven (11) to twelve (12) years of age. A dose of Tdap or DTap administered at ten (10) years of age (**no earlier**) may now be counted as the adolescent Tdap booster.

- A waiver or deferral, in part or in full, will be granted in medical or religious cases for preschool students, or for personal beliefs and medical reasons for kindergarten and above. **You must request an Exemption Form directly from the school Health Office Nurse. School office staff cannot offer an Exemption Form.**

If you have any questions, please contact your health care provider or Maricopa County Community Health at (602) 506-6767.

## School Safety

Safety is the number one priority in Peoria Unified. Peoria Unified administrators have been trained and drill on each type of emergency situation – with and without students present. The district has a strong relationship with all local municipalities to ensure our Emergency Operations Plan (EOP) is up-to-date and thorough. The plan is updated annually to allow the best outcome in the event of a crisis, with guidance and oversight by the police departments that serve our district.

Each school site will conduct the following practice with students and staff:

- Monthly evacuation (fire) drills
- Two lockdown drills per school year
- Two shelter-in-place drills per school year
- Two bus evacuation drills per year

At the discretion of the site supervisor, drills may or may not be communicated to parents in advance. To maintain the district's laser focus on student and staff safety, specific details

withing the Emergency Operations Plan are not shared with the public.

### **Shelter-in-Place**

The shelter-in-place protocol provides safe refuge for students, staff, and visitors at the school. This might include a situation taking place in the community, near the proximity of the school, or a biohazard situation. During a shelter-in-place, students and staff will remain indoors with the doors locked, as directed by either law enforcement or the school principal, although the educational learning environment may proceed as usual. A Shelter-in-Place may be used for the following incidents:

- Bee swarm, assault/fight on campus, police activity in the community, social media threat, etc.

### **Lockdown**

Lockdowns may be issued in situations involving dangerous intruders or other incidents that may pose a threat to a student or staff's immediate safety. During a lockdown, all interior and exterior doors will be locked. Parents and visitors will not be allowed on campus during a lockdown. A Lockdown may be used in the following incidents:

- Intruder, violent parent or guest, weapon on campus, social media threat, bomb threat, etc.

### **Evacuation and Relocation**

The district's Evacuation protocol includes everything from evacuating from a room to another room, evacuating from one building to another, evacuating from a building to the school grounds, or evacuating off-site to an alternate location. An evacuation may be used in the following incidents:

- Fire, bomb threat, fire, gas leak, power outage, suspicious package, etc.

In the event of an off-site evacuation, the district will implement its Reunification Plan and families will receive communication from the school district, advising them of the location and area in which they can pick up their child. Please note that proper identification will be required to further ensure a child's safety.

The Emergency Operations Plan includes specific guidelines for relocating students with disabilities and non-English speaking students.

### **Communication During a School Emergency**

Parents will be notified during a school crisis or shortly thereafter, once the event details are verified for accuracy. How quickly families are notified depend on how long the event lasts, or how long it takes the district to verify details. It is critically important that parents follow the district's protocol in the event of an emergency. The school will not answer their phone during an emergency. Parents and visitors will not be allowed on campus until the campus has been deemed safe.

Detailed information regarding the emergency situation will be shared on the **district's website** and will be updated as additional details become available. Parents will also receive a phone, email, and/or text message with details about the event. To receive important and timely updates throughout the school year, and especially in the event of a crisis, the district recommends you notify the front office of any changes in your student's emergency contact information. You can always check social media but remember that official district communication will always be shared directly on the district website at [www.peoriaunified.org/updates](http://www.peoriaunified.org/updates).

Depending on the type of crisis situation, students may be asked to text their parents and let them know that they are safe. In some crisis

situations, students will not be allowed to use their phones. Information will be shared as it becomes available to us as quickly as possible. In order to maintain the safest learning environment, Peoria Unified offers a Safe School Line for students, parents, and community members to anonymously report threats or suspicious activity. Any messages will be retrieved during the district's regular business hours and reported to the appropriate school principal.

**The Safe School Line is 623-486-6199. If you are experiencing a life-threatening emergency, please call 9-1-1.**

For more information about school safety, visit [www.peoriaunified.org/safety](http://www.peoriaunified.org/safety).

### **Anti-Bullying Policy**

Peoria Unified has a zero-tolerance policy on bullying. Resources are available for parents and students if you suspect someone has been bullied. The Parents Guide to Bullying or the Bullying Prevention Brochure are available at <http://www.peoriaunified.org/>. Bullying can be reported in the following ways:

- Tell a teacher, principal, guidance counselor, or any staff member on campus
- Tell parents or a family member
- Tell any adult you know and trust
- Complete a Bully Incident Report Form and return it to your school's front office
- Call Peoria Unified's **Safe School Line** at 623-486-6199
- Additional resources can be found on the **Health and Human Services Stop Bullying website**, <https://www.stopbullying.gov/>.

### **Social Emotional Learning Program**

As a part of the District Strategic Plan under the area of safety and well-being, the goal of Peoria Unified School has been to develop a district-wide social emotional learning model that is

functional, sustainable, and evidence-based, culturally sensitive, diverse, and family and community oriented to meet the needs of every student every day in Pre-K through 12<sup>th</sup> grade. More information about this model can be viewed at <https://www.peoriaunified.org/domain/4012>.

### **Threat Management Process**

Every threat of violence to others, school/district buildings will be taken seriously. In support of maintaining a safe and welcoming environment for all, administrators and staff will investigate reports of, or evidence regarding, student behavior on or off school grounds that could pose a threat to the safety or welfare of other students or staff.

Parents need to discuss with their children the ramification of making any type of threat. Every infraction that impacts the safety and well-being of students and staff will be addressed to maintain a safe and secure learning environment.

In general, a threat situation will be deemed to exist when, following investigation by school administration, a student has been determined by admission or by reliable informant(s)/evidence to have communicated a death threat against others, a threat of mass violence, a threat involving weapons or explosive device, a threat against school property, or exhibited behaviors that suggest a substantial risk of lethal violence, or predatory behavior. Threats may be direct, indirect, conditional, or veiled. Threats may be communicated in person, electronically, through third party, or by other intentional or unintentional means.

In assessing the potential level of danger of student's behavior, administrators will consult with their Executive Director/Supervisor regarding the evidence and if necessary, will send a referral to the district's threat management team for further investigation and

support. For the safety and security of our campuses, an administrator may elect to have a student removed from campus until the threat management team completes the investigation which will involve an interview with the student and parent named in the threat. However, family refusal to assist the threat management team or administrator in completing the assessment by participating in interviews, will not prevent the team from completing those parts of the assessment which the team has obtained knowledge.

The intention of the threat assessment process is to assess the threat and reduce the potential for future violence toward others. It is not a disciplinary process. The following is a summary of steps that are followed during a threat assessment:

**NOTE: THIS PROCESS WILL BE FOLLOWED FOR ANY THREAT, REGARDLESS OF STUDENT WITHDRAWAL, LAW ENFORCEMENT INVOLVEMENT, ETC.**

#### **Step 1**

- Site administration is made aware of a student who has made a threat against others or an entity (e.g., school building).
- Site administration completes investigation to determine veracity of report.

#### **Step 2**

- If a threat is verified, site administrator completes Threat Management Referral Form and submits it to their Executive Director/ Supervisor, unless no further action is required.
  - If the site administrator believes the threat is not substantive, the student does not pose a threat, and that the district Threat Management Team is not required, they will keep a copy of the referral form in the secure filing cabinet with bullying incidents and e-mail the pertinent information about the

situation to their Executive Director/Supervisor.

- Executive Director/Supervisor reviews TMT Referral Form with Site Administration and together they complete the Threat Management Decision-Making Guidelines and makes decisions/recommendations regarding appropriate next steps.
- If a student/staff is a target of the threat, the Site Administrator should alert that person and, if a student, his/her parent/guardian.

### **Step 3**

- If the Site Administrator and Executive Director/Supervisor determine a referral to the District Threat Management Team (TMT) is appropriate:
  - Executive Director/Supervisor forwards the completed TMT Referral Form and Decision-Making Guidelines to the TMT using the link on the Decision-Making Guidelines.
  - District TMT will respond to the Executive Director/Supervisor that they have received the referral.
  - Site administrator sends Teacher/Staff Questionnaire to appropriate staff members, for them to return it prior to the District TMT convening.
  - Site administrator works with school psychologist and/or behavior interventionist to complete Initial Student Interview prior to District TMT convening.
- District TMT determines which members will respond; those members work with site administration to identify the date/time TMT will convene, and the approximate time interviews might start.
  - Site administration alerts the parent/guardian as appropriate for them to ensure the student and parent/guardian are available for follow-up interviews.

- When District TMT arrives, site administration should have the following available:
  - Room to complete additional interviews and assessment (e.g., conference room).
  - Student cumulative file; health file; special education records; discipline history; attendance; grade history, documents, pictures, etc., related to threat; any other information pertinent to the student/situation.
  - Completed Initial Student Interview and Teacher/Staff Questionnaire.

### **Step 4**

- District TMT reviews initial referral with school team (e.g., site administration, psych/BI, etc.).
- District TMT completes follow-up interviews with student, parent, teachers, and student witnesses (when necessary).
- District TMT reviews documents described above.

### **Step 5**

- District TMT completes Threat Assessment and Summary/Recommendations.
- If site administrator was not part of discussion during Assessment and Summary/Recommendations, TMT reviews those documents with site administration and/or other appropriate staff.

### **Step 6**

- Site Administrator reviews Summary/Recommendations with student, parent, and appropriate staff.
- This team completes the Student Supervision Plan by identifying recommendations that are appropriate and feasible to implement.
  - If necessary, complete Targeted Student Protection Plan and/or Student Safety Plan.

### **Step 7**

- Site Administrator shares results of Threat Assessment with their Executive Director/Supervisor.



- Site Administrator ensures final page of District TMT Protocol is placed in the student's cumulative file.
- All other pertinent pages (Referral, Decision-Making Guidelines, Assessment, Summary/Recommendations, Student Supervision Plan, Offended Student/Staff Supervision Plan, Safety Plan) should be maintained in secure filing cabinet with Bullying Incidents for future reference.
- A.R.S. § 15-841
- District Policy JK; JIC
- Code of Federal Regulations:
- 34 CFR §§ 99.31(a)(1)(i)(B)(3) and 99.33(a)(2)
- 34 CFR §§ 99.31(a)(10) and 99.
- 34 CFR § 99.33(a)
- 34 CFR §99.36

## Special Instructional Programs

### **Individuals with Disabilities Education Act – IDEA**

#### **CHILD FIND**

Peoria Unified, on an annual basis, creates public awareness of special education opportunities and advises parents of the rights of children with disabilities. Through Child Find, the district attempts to locate, identify, and evaluate preschool through 12<sup>th</sup>-grade students residing within the district boundaries who are suspected as having a disability.

This includes children who are homeless, migrant children/highly mobile, and children who are wards of the state. K-12 students attending non-profit private/parochial schools located within the district boundaries or who are home schooled and in need of special education and related services are also included in the district's Child Find efforts. The district will ensure that district staff and the general public are informed of:

- The availability of special education services
- Student rights to a free appropriate public education
- Confidentiality protections
- The special education referral process

### **Multidisciplinary Evaluation Process**

The evaluation process identifies the presence of possible educational disabilities and evaluates the impact of the disability on learning. A multidisciplinary team is formed to review the existing information for the student's functional and academic performance. At the end of this review, the team determines if additional data is needed for educational decision making. Assessments are completed within sixty (60) calendar days of a parent's informed written consent. The multidisciplinary team will review existing and new information from evaluation to determine if the student meets the criteria as a student with an educational disability and shows the need for specially designed services.

### **Individualized Education Plan (IEP)**

The Individualized Education Plan (IEP) is both a process and a written document whereby teams develop a written plan for a student with disabilities, monitor the student's educational progress, and make needed changes in the student's program as circumstances change. An IEP must be based on the individual needs of the student, must enable the student to receive educational benefit, and must meet state educational standards. Peoria Unified shall ensure that an IEP is developed and implemented for each eligible child served by the district and for each eligible child placed in or referred to a private school or facility by the district.

### **Section 504 of the Rehabilitation Act of 1973**

Section 504 of the Rehabilitation Act of 1973 is a civil rights law designed to eliminate discrimination based on disability. Section 504

requires the provision of appropriate educational services: services that are designed to meet the individual needs of qualified students to the same extent that the needs of students without a disability are met. Essentially, Section 504 was designed to “level the playing field,” to ensure full participation by individuals with disabilities.

To qualify under Section 504, a student must:

- Be determined to have a physical or mental impairment that substantially limits one or more major life activities including learning and behavior,
- have a record of having such an impairment, or
- be regarded as having such impairment.

Section 504 ensures that a qualified child with a disability has equal access to education. The child may receive appropriate accommodations and modifications tailored to the child’s individual needs. During the process of determining evaluation, eligibility, or the implementation of your student’s Section 504 Plan, if there is a disagreement without resolution at the school level, please be advised that there is a district appeal process you can initiate.

Peoria Unified pledges that the district complies with Section 504 regulations and no discrimination based on disability is permitted. If you believe discrimination has occurred against your student, please complete a district Section 504 Complaint Form and submit to your school principal or District Section 504 Coordinator. Refer to your Parent’s Rights and Safeguards Under Section 504 in the Parent Guide of Peoria Unified Section 504 Policy and Procedures Manual.

Mr. James Nelson  
504 Compliance Officer  
District Administration Center

6330 W. Thunderbird Road  
Glendale, Arizona 85306  
623-487-5192

## **Transportation**

### **Personal Modes of Transportation**

#### **Safety**

- Bicycles, skateboards, scooters, etc. must be walked and not ridden on school grounds and crosswalks. These items must be locked and stored in the bike rack.
- Students are encouraged to wear a helmet when operating personal modes of transportation.
- Cross only at marked crosswalks.
- Ride single, never double.
- Observe all traffic rules.
- Use a chain and padlock while at school. A bike, skateboard, scooter, etc. brought to school is the sole responsibility of the owner. Riders should go directly to the bike rack, secure their items, and then go directly to the playground.
- The district is not responsible for items stolen from campus.

#### **Bus Rules**

Peoria Unified is genuinely concerned with the safety of all children and drivers while riding in the school bus. We feel there is a shared responsibility between all segments of the school community, but especially student and driver. With everyone’s cooperation, let us make school bus safety a habit. For a free copy of the brochure, “To School and Back...Have a Safe Ride,” call 623-773-6600.

To increase the safety and welfare of students that ride Peoria Unified school buses to and from school, the following rules and procedures have been implemented.

#### **Bus Rules**

1. Follow directions immediately when asked.

2. Stay in your seat.
3. Keep all parts of your body inside the bus.
4. Talk quietly and keep hands to yourself.
5. No eating, drinking, or unlawful substances. Water is allowed.
6. No profane language.
7. No child will be allowed to board a bus other than their assigned bus. If a regular education student would like to be allowed to ride a bus other than assigned, the parent/guardian note should be taken to the school office to obtain a **bus pass** to ride the designated bus.
8. Any special needs student who wants to ride home on a different bus or to get dropped off at a different stop than assigned must have a written consent from both sets of parents acknowledging that both parental parties agree of this change. This type of arrangement must be made prior to the day of the transportation taking place. For the safety of the students, this type of transportation arrangement may only take place on a case-by-case limited basis.

### **Cameras on Buses**

Peoria Unified approves the use of video cameras on school buses and in non-classroom areas of campus for the primary purpose of enhancing the safety of our students and staff. Parents/guardians shall be notified once a year by the district that video cameras are in use.

The video cameras on buses will help reduce disciplinary problems and vandalism on the bus, thereby allowing the driver to focus on the driving of the bus, providing safer transportation for our students. Buses will have a sign placed at the front of each bus indicating that video cameras are in use. Transportation department administration, bus drivers, bus assistants, principals, and district administration may view the video to document an incident and to determine who may or may not be involved.

The cameras are not to be tampered with in any way, which may include intentionally damaging/vandalizing, repositioning, or any form of theft related to the camera system. Any individual found in violation of this standard will be subject to disciplinary consequences as outlined in Peoria Unified Discipline Code.

**State law forbids the following items to be brought onto the bus: dangerous items/weapons, glass, animals, insects, drugs, prescription drugs, alcohol, or tobacco. The right to ride a school bus to and from school is a privilege. Failure to follow school bus rules and laws governing school buses may result in students losing this privilege.**

Please review and discuss these rules with your child so that they will understand what consequences may be imposed if they fail to follow these procedures and the directives of the school bus driver. Please discuss the importance of order and respect for one another at the bus stop with your child. Any student who fails to maintain appropriate behavior at the bus stop may also lose the privilege of riding the bus.

**It is the parent's responsibility to transport the student to and from school if the student loses bus privileges.**

### **Consequences**

#### **First Offense:**

Warning, student/driver conference, and possible seat assignment.

#### **Second Offense:**

Assigned seating, conference with the driver, and written referral to the principal. This referral is to advise the principal and parents of the incident.

#### **Third Offense:**

Referral to the principal and one-week suspension from the bus.

**Fourth Offense:**

Referral to the principal and one-semester or one-year suspension from the bus.

**Severe Violations Consequences**

The consequence for severe violations is a direct referral. No warnings will be issued. Severe violations include, but are not limited to, disrespect to driver, fighting, vandalism, indecent exposure, weapons, profanity, or language. If a student's behavior or actions result in a severe violation or multiple violations, discipline will be handled by the student's school administration. If destruction of property occurs, the student will be assessed damage costs in addition to the required discipline.

**At the Bus Stop**

Students are assigned to stops based on walk distance from a home address. Students need permission to ride any bus other than their assigned bus and to get on or off any stop other than their assigned stop. A Bus Pass Request must be completed at the school, signed by office personnel, and given to the bus driver before boarding. Permanent changes need to be authorized by transportation administration. Only students are permitted to board the bus unless authorization has been given from the school and transportation administration.

Students who cause disturbances at the bus stop may forfeit the privilege to ride on the bus. Students must:

1. Show respect for private property. Failure may result in relocation or removal of bus privileges.
2. Be on time for the bus. It is suggested that students arrive five (5) minutes earlier than the stop time. The bus driver does not have time to wait.
3. Walk ten (10) feet in front of the bus if you need to cross the street after the driver lets you know it is safe.

4. Line up ten (10) feet away from the curb when the school bus is approaching.
5. Do not rush to the door of the bus.
6. Use the steps and handrail while getting on and off the bus.

If a student should miss their bus home, he/she should report to the office immediately. For the protection of the student, he/she should not walk home or accept a ride from a stranger.

**K through 2<sup>nd</sup>-Grade Drop-off Procedures**

For students' safety, Peoria Unified drivers have been instructed to not let a kindergarten through 2<sup>nd</sup>-grade student depart the bus alone, by themselves, without a parent or sibling waiting for them or without other children getting off the bus at the same time. If the criterion for this procedure is not met, the bus driver will return your child back to their school.

**Items on the Bus**

- Musical instruments are allowed only if they fit in the student's lap. State Law R17-9-104: "instruments may not take place of a student on the seat and instrument must be secured."
- Contraband items are not allowed on the bus. Refer to the Contraband section for a list of items.
- Backpacks are to be held in the student's lap. In case-by-case situations with special needs students, it may be deemed that the backpack is to be placed in an area away from the student.
- Sharp objects, glass objects, food items, drinks other than water bottles, and anything too large to fit on the student's lap are not allowed.

**Emergency Bus Procedures**

In case of an emergency:

- Follow directions of the bus driver.
- Exit from the bus only as the driver instructs you.

- Exit the bus row by row. Students closest to the danger will exit first.
- When exiting through the emergency door, do not jump out. Sit down and push away to drop to the ground.
- Older students should help younger students whenever possible.
- Remember: keep calm, do not push or shove, help others, and listen to the bus driver.

### **Late Bus Procedures**

If your child is late arriving home, the procedure to follow is:

- Call your child's school to see if he/she missed the bus.
- Call the dispatch office in transportation to check on the status of the bus. The numbers are 623-773-6601 or 623-773-6602.
- If the bus is late to pick up your child to take to school, please wait ten (10) minutes after the pick-up time before you call the school or before you call transportation. Please have your child wait at the bus stop. A bus will be at the stop as soon as possible.

### **Specialized Transportation Attendance Line**

If your child does not need transportation on a particular day or will be absent from school, please call the **specialized transportation attendance line at 623-773-6625**.

### **Reporting Transportation Concerns**

There may be a time when you have a question or concern you would like to discuss with the Transportation Department. Your initial contact numbers are:

1. General Education Transportation Supervisor - 623-773-6611
2. Specialized Transportation Supervisor - 623-773-6612
3. Routing Transportation Supervisor - 623-773-6614

### **Walking to and From School**

It is expected that all students will follow the walking route to/from school as adopted in the Safe Route to School document.

- Start early enough to arrive five (5) to ten (10) minutes before the tardy bell rings, without rushing.
- School personnel duty begins twenty (20) minutes before school starts. For the safety and well-being of your child, students should not be on campus twenty (20) minutes prior to the first bell unless they are being supervised by an adult or staff member.
- Walk on the sidewalk. If there is no sidewalk, use the left side, facing oncoming traffic.
- Never run between parked cars.
- Look in all directions before crossing the street.
- All traffic laws must be observed. This includes crossing streets at marked crosswalks.
- Never accept a ride or gift from a stranger. If you see something, say something.
- Go directly home after school.
- Obey all instructions/directions of the crossing guards and school staff.
- Once students arrive at school, they are not allowed to leave without being checked out by a parent/guardian in the front office.

NOTE: All Code of Conduct Rules for the school campus apply to rules for riding the bus, waiting at the bus stop, and walking to and from school.

## **Use of Technology Resources**

### **General**

Technology greatly enhances education and instructional programs. All technology provided by Peoria Unified is to be used to facilitate and support the education, research, and operational goals of the district. Technology resources include, but are not limited to,

computers, electronic information systems, digital equipment, the Internet, and the district network. (School District Policy IJNDB)

It is important that students understand their responsibilities regarding use of the district's technology resources.

### **District Responsibilities**

The Chief Technology & Operations Officer, acting under the authority of the superintendent, will serve as the coordinator to oversee all district technologies and will work with district, regional, and state organizations, as necessary. The Chief Technology & Operations Officer will also establish a process for setting up individual and class accounts, provide training, establish cybersecurity and privacy protection processes, establish the necessary content filtering process, and determine network and information system administrators.

Building principals will serve as site-level coordinators for using district technologies, and will approve site-level activities, ensure teachers and staff receive proper training in the use of technology resources, and establish a system to ensure adequate supervision of students and staff using technology, maintain executed user agreements, and be responsible for interpreting and applying Peoria Unified Acceptable Use Policy at the site level.

Access for students will be provided as necessary to support instructional program standards. Students will access district network resources through a password authentication system. Students may be required to change passwords at regular intervals. Sharing of passwords is expressly forbidden.

### **Personal Devices**

Use of personal devices while on campus is permitted and encouraged, under the supervision and direction of administrators and teachers. The following are specific directions regarding student use of personal devices:

- Student-owned devices may be used throughout the instructional day for educational purposes only, and only at the direction of a Peoria teacher or administrator.
- Personal devices must only connect to the Internet via the district Wi-Fi (PUSD-XNET) while on district property.
- Devices that include phone and texting features should be in the "silent" or off mode during the instructional day and while riding to/from school on district transportation. Students may not use their devices for personal calls/texts during instructional time.
- Under no circumstances should personally owned devices be used to take photos/videos in any school location other than when directed to do so by a Peoria teacher or administrator for instructional purposes or a public event.

To further enhance the safety and productivity of students using personal devices, the district network identified for personal devices is PUSD-XNET and requires students and adults to authenticate, or log in, using their Peoria Unified usernames and passwords. When using personal devices on campus, students *must* use PUSD-XNET and are specifically prohibited from using other means to access the Internet (e.g., data plans).

Finally, students and parents are reminded that students are personally responsible for their use of any personal technology devices they choose to bring onto a Peoria Unified campus.

## **Internet Use**

Each user will be required to sign an Acceptable Use Agreement, (Peoria Unified School Board Policy IJNDB-EB). A user who violates the provisions of the agreement may be denied access to the district technologies and may be subject to disciplinary action. A canceled account will not retain its email or files. The district does not assume liability for any information lost, damaged, or unavailable due to technical and/or other difficulties; nor does the district assume liability for a user's inappropriate use of any district technologies.

Details of the user agreement shall be discussed with each potential user of district technologies. When the signed agreement is returned to the school, the user may be permitted use of district technologies and will be provided their district authentication credentials (username and password).

The following is Peoria Unified's Acceptable Use Policy, which must be signed by students and parents annually.

## **Acceptable Use of School Digital Technology**

Introduction: Peoria Unified believes technology in the 21st century greatly enhances instruction and is a critical tool for learning and preparing our students to not only succeed but to also "shape tomorrow". Therefore, our district provides students and teachers with a variety of digital technologies, tools, and resources. However, with the benefits technology brings, there are also risks to the safety of our students, especially as they use the Internet. Those concerns lead to not only a classroom emphasis on digital citizenship and responsible use, but also require the district to provide users with administrative rules, as you will see in the following terms and conditions.

Acceptable use of Peoria Unified's digital technologies requires that the use of these resources be in accordance with the following rules and supports the educational goals of the district. You will be held responsible for your actions, which may be monitored and tracked while using district technology resources of any kind.

I agree to the following rules, whether using district technologies or my own personal device(s) while on any district property.

1. I will use all Peoria Unified (PUSD) technology (hardware, software, and the network) for educational or school business purposes only.
2. I will not share, publish, display, or retrieve/download or provide links to any inappropriate material, including material that is defamatory, abusive, obscene, profane, sexually oriented, threatening, racially offensive, illegal, deliberately inaccurate, or encourages the use of a controlled substance.
3. I will not download, archive, distribute, or share any software or digital file, (such as movies, music, or text) that would constitute a violation of copyright laws, including any trademark and/or license restrictions.
4. I will not plagiarize anyone's work or ideas.
5. I will not harm or modify system files or data belonging to other users.
6. I will not attempt to gain unauthorized access to district systems, software, or hardware.
7. I will only access the PUSD network with my personal PUSD username and password.
8. I will never share my password.
9. I will notify my teacher if a password is lost or stolen, or if there is reason to believe that someone has obtained unauthorized access to the system or to my personal account.
10. I will only use technology devices as directed by the teacher.

11. I will use the PUSD email system respectfully and appropriately. Further, I understand that:

- E-mail should not be considered secure or private.
- Any communication in the district e-mail system is the property of the district.
- Computer activities, including e-mail, are monitored and tracked by the district.

12. I will not share my personal information, or that of others, without the permission of a teacher or administrator.

13. I will not use any district technologies to make any unauthorized purchases or to conduct any non-approved school or district business.

14. I will use games and/or simulations for educational purposes only and not for entertainment, unless authorized by a teacher or administrator.

15. I will follow all [district policies](#) and the [Student Handbook](#) as written.

16. I will use Microsoft 365 OneDrive to store all my school-related documents and files, unless otherwise directed by my teacher.

17. I will notify my teacher or administrator or email the [district Help Desk](#) if I suspect I have discovered a security problem on any PUSD technologies or system. I will not share the problem with peers or exploit the problem in any way.

18. I will only connect to the Internet while on district property via the district Wi-Fi when using my personally owned technology devices.

Student use of all district technology systems, devices, and the network is acknowledged to be a privilege. You must adhere to these agreements to earn that privilege and acknowledge their understanding by signing this agreement. Administrator(s) will deem what is appropriate and inappropriate use of district technology. Any action determined to

constitute inappropriate use, subjects you to disciplinary action. Depending on the seriousness of the offense, consequences will be administered as stipulated in the [Student Handbook](#) and/or [District Policy](#). You will also be subject to all applicable state and federal laws.

Students and parents/guardians of students must understand that their child may have access to the Internet. Using filtering software and supervision, Peoria Unified limits access to inappropriate materials on the Internet.

**Students and parents should be aware that no filtering system is completely effective in preventing access to all inappropriate materials, and it is the student's responsibility to follow the above regulations and the directions of staff should they encounter any inappropriate materials.**

## Arizona Revised Statutes (Laws) Related to Public Schools

### ***Abuse of Staff*** **(A.R.S. § 15-507)**

A person who knowingly abuses a teacher or other school employee on school grounds or while the teacher or employee is engaged in the performance of his duties is guilty of a Class 3 Misdemeanor. To maintain a safe, orderly school environment, the authority of school staff members acting in their official capacity must be respected. For this reason, any form of threat, verbal, written, or physical abuse of staff will be treated as a serious offense warranting suspension, expulsion, or possible referral to the police department. If concern about a staff member's exercise of authority cannot be satisfied in direct, appropriate discussion with the individual, that concern should be brought to the attention of the administration.



## **Alcohol and Drug Violations and Arizona Drug Law**

### **(A.R.S. § 13-3411)**

Alcohol or drug violations on or within 300 feet of school property, at school events, or at any time the student is subject to the district's "good neighbor" policy will result in disciplinary action by school officials, notification of parents, and possible involvement of police.

The following provisions of Arizona's Drug Law are offered as a warning. Arizona judges have no discretion to impose less than mandatory prison sentences and fines. Here is what could happen if you are under the influence, in possession of, or sell drugs on or within 300 feet of school property:

- If 18 or older, you will be tried as an adult.
- If convicted as an adult, your crime will be classified as a felony carrying a minimum mandatory prison sentence of three (3) years and nine (9) months and a minimum fine of \$2,000. (If convicted as a minor, you may be placed in the custody of the Department of Corrections until the age of 18.)
- If convicted of a drug offense, your driver's license will be suspended until age 18; if you do not have a driver's license, you may be denied a license until the age of 18.

## **Bullying Prevention Policy**

### **(A.R.S. § 15-341)**

The governing board shall prescribe and enforce policies and procedures to prohibit pupils from harassing, intimidating, and bullying other pupils on school grounds, on school property, on school buses, at school bus stops, and at school-sponsored events and activities.

## **Drug Use by Persons Other Than Students or Employees**

### **(A.R.S. § 13-2911)**

Persons other than students or employees suspected of distributing, possessing, or under

the influence of such substances shall be reported to the principal or the person in charge. If the principal or person in charge is reasonably certain it has occurred, he/she shall inform law enforcement authorities, except that if it appears that the individual is an adult and is under the influence of alcohol and is not disorderly, then the principal or the person in charge shall use his/her discretion in notifying law enforcement authorities and shall take action as seems appropriate.

## **Hazing Prevention Policy**

### **(A.R.S. § 15-2301)**

Every public educational institution in this state shall adopt, post, and enforce a hazing/bullying prevention policy. The hazing/bullying prevention policy shall be printed in every student handbook for distribution to parents and students. Each hazing/bullying prevention policy shall include: a definition of hazing/bullying, a statement that hazing/bullying is prohibited, a statement that any solicitation to engage in hazing/bullying is prohibited, a statement that aiding and abetting another person who is engaged in hazing/bullying is prohibited, and a statement that students, teachers, and staff will take reasonable measures within the scope of their individual authority to prevent violations of the hazing/bullying prevention policy. The policy shall contain a description of the procedures to report violations of the hazing/bullying prevention policy.

## **High School Graduation Requirements**

### **(A.R.S. § 15-701.1)**

Beginning in the 2016-2017 school year, the competency requirements for social studies shall include a requirement that, to graduate from high school or obtain a high school equivalency diploma, a pupil must correctly answer at least sixty (60) of the one hundred (100) questions listed on a test that is identical to the civics portion of the naturalization test

used by the United States Citizenship and Immigration Services. A district school or charter school shall document on the pupil's transcript that the pupil has passed a test that is identical to the civics portion of the naturalization test used by the United States Citizenship and Immigration Services as required by this section.

### **Medical Drugs (Medication)**

#### **(A.R.S. § 32-1901 and A.R.S. § 15-345)**

Students who need to have access to medical drugs in school must leave them with the school nursing personnel, along with parental permission and the written directions of a physician concerning their use. In case a student needs to use such drugs when a Health Office Nurse is not on duty (or at a school-sponsored event away from school property), at least a parent's note should be given to the supervisor on duty and the drug left with him/her except when needed.

Students who are in the possession of medically approved drugs, but have not followed the directions prescribed above, shall be warned for the first offense. All succeeding offenses, he/she should be disciplined according to normal school disciplinary policies. Students who distribute such drugs to others will be considered under the policy as distributing drugs for non-medical purposes.

### **Parents' Bill of Rights**

#### **(A.R.S. § 1-601 and § 1-602)**

The liberty of parents to direct the upbringing, education, health care, and mental health of their children is a fundamental right. This state, any political subdivision of this state, or any other governmental entity shall not infringe on these rights without demonstrating that the compelling governmental interest as applied to the child involved is of the highest order, is narrowly tailored, and is not otherwise served by a less restrictive means.

### **Parents' Bill of Rights; definition**

All parental rights are reserved to a parent of a minor child without obstruction or interference from this state, any political subdivision of this state, any other governmental entity, or any other institution, including, but not limited to, the following rights:

- The right to direct the education of the minor child.
- All rights of parents identified in Title 15, including the right to access and review all records relating to the minor child.
- The right to direct the upbringing of the minor child.
- The right to direct the moral or religious training of the minor child.
- The right to make health care decisions for the minor child, including rights pursuant to sections 15-873, 36-2271 and 36-2272, unless otherwise prohibited by law.
- The right to access and review all medical records of the minor child, unless otherwise prohibited by law or the parent, is the subject of an investigation of a crime committed against the minor child and a law enforcement official request that the information not be released.
- The right to consent in writing before a biometric scan of the minor child is made pursuant to section 15-109.
- The right to consent in writing before any record of the minor child's blood or deoxyribonucleic acid is created, stored, or shared, except as required by section 36-694, or before any genetic testing is conducted on the minor child pursuant to section 12-2803 unless authorized pursuant to section 13-610 or a court order.
- The right to consent in writing before the state or any of its political subdivisions makes a video or voice recording of the minor child, unless the video or voice recording is made during or as a part of a court proceeding, during or as part of a forensic interview in a criminal or child protective services

investigation, or to be used solely for any of the following:

1. Safety demonstrations, including the maintenance of order and discipline in the common areas of a school or on pupil transportation vehicles.
  2. A purpose related to a legitimate academic or extracurricular activity.
  3. A purpose related to regular classroom instruction.
  4. Security or surveillance of buildings or grounds.
  5. A photo identification card.
- The right to be notified promptly if an employee of this state, any political subdivision of this state, any other governmental entity, or any other institution suspects that a criminal offense has been committed against the minor child by someone other than a parent, unless the incident has first been reported to law enforcement and notification of the parent would impede a law enforcement or child protective services investigation. This paragraph does not create any new obligation for school districts and charter schools to report misconduct between students at school, such as fighting or aggressive play, that are routinely addressed as student disciplinary matters by the school.
  - The right to obtain information about a child protective services investigation involving the parent pursuant to section 8-807.
    1. This section does not authorize or allow a parent to engage in conduct that is unlawful or to abuse or neglect a child in violation of the laws of this state. This section does not prohibit courts, law enforcement officers or employees of a government agency responsible for child welfare from acting in their official capacity within the scope of their authority. This section does not prohibit a court from issuing an order that is otherwise permitted by law.

2. Any attempt to encourage or coerce a minor child to withhold information from the child's parent shall be grounds for discipline of an employee of this state, any political subdivision of this state or any other governmental entity, except for law enforcement personnel.
3. Unless those rights have been legally waived or legally terminated, parents have inalienable rights that are more comprehensive than those listed in this section. This chapter does not prescribe all rights of parents. Unless otherwise required by law, the rights of parents of minor children shall not be limited or denied.
4. For the purposes of this section, "parent" means the natural or adoptive parent or legal guardian of a minor child.

### **School Property**

#### **(A.R.S. § 13-2911)**

Any student who cuts, defaces, or otherwise injures any school property is subject to suspension or expulsion and, upon complaint of the board, the parents of such students shall be liable for the damages.

### **Sex Offender Notification**

#### **(A.R.S. § 13-3825)**

Legislation calling for community notification of sex offenders took effect June 1, 1996. The legislation requires that law enforcement agencies, not schools, be responsible for notification of the neighborhood when a known sex offender resides in the area. The guidelines provide levels of notification based on the risk a particular sex offender poses to the community. There are three levels as determined by law enforcement officials.

Level two and three sex offenders may present a danger to the community. When a level two sex offender moves into a community, the law enforcement agency may notify the school

district. In the case of level three sex offenders, the agencies shall inform the school district. Peoria Unified will cooperate with law enforcement agencies by ensuring that principals and school staff members are notified as necessary. The superintendent or designee will maintain a file of the notifications that may be reviewed by community members. Principals and school staffs will have access on site to a copy of the notification and any other pertinent information. Copies of the neighborhood notifications may be obtained from the local school.

### **Smoking and Use of Tobacco Products** **(A.R.S. § 36-798-03)**

A.R.S. § 36-798-03 prohibits the possession of tobacco products on all school grounds, buildings, parking lots, playing fields, buses, and at off-campus school-sponsored events. This law applies to all students, staff, and visitors. Violations of this law are a “petty” criminal offense, punishable by a fine of up to \$300. Smoking or possession of tobacco products is not permitted on or within 300 feet of school property (school grounds, inside school buildings, in school parking lots or playing fields, in school vehicles) or at off-campus school-sponsored events.

### **Surveys; Pupil Information; Parental Permission and Informed Consent** **(A.R.S. § 15-117)**

Notwithstanding any other law, each school district and charter school shall obtain written informed consent from the parent of a pupil before administering any survey that is retained by a school district, a charter school, or the department of education for longer than one year and that solicits personal information about the pupil.

### **Vapor Products** **(A.R.S. § 13-3622B)**

A.R.S. § 13-3622B states it is illegal for a minor to buy, have in their possession, or knowingly accept/receive from any person, tobacco product, a vapor product or any instrument or paraphernalia that is solely designed for the smoking or ingestion of tobacco or shisha, including a hookah or water pipe. “**Shisha**” includes any mixture of tobacco leaf and honey, molasses, dried fruit, or any other sweetener. “**Tobacco product**” means any of the following: cigars, cigarettes, cigarette papers of any kind, smoking tobacco of any kind, and chewing tobacco of any kind. “**Vapor product**” means a noncombustible tobacco-derived product containing nicotine that employs a mechanical heating element, battery, or circuit, regardless of shape or size, that can be used to heat a liquid nicotine solution contained in cartridges.

### **Discipline for violation of this use shall include the following:**

1. Parents will be notified.
2. Student may be disciplined on campus.
3. Student may be suspended for not more than nine (9) days and/or in lieu of a suspension, the student may participate in a tobacco education diversion program.
4. The student may be referred to the police and prosecuted for a petty offense, with a fine up to \$300.
5. Cumulative violations could result in a formal hearing and recommendation for suspension.

### **Suspected Child Abuse Notification** **(A.R.S. § 13-3620)**

School personnel will comply with laws regarding child abuse and reporting to the Department of Child Protective Services.

### **Teacher’s Authority to Remove a Student from Class** **(A.R.S. § 15-841)**

A.R.S. § 15-841 gives teachers the right to remove disruptive students from their classrooms. A teacher may remove a student

from his/her class by documenting abusive, threatening, disruptive, or unruly behavior. The referring teacher must submit supporting documentation within twenty-four (24) hours of removal. Upon receipt of the teacher's recommendation to remove the student from class, the principal shall remove the student unless he/she can produce evidence that the basis for the recommendation was arbitrary or discriminatory and/or procedurally incorrect.

**Upon removal, the following steps will be completed by the principal:**

1. Arrange for placement of the student in another class or an alternative setting.
2. Contact the parents to inform them of their child's removal from class and an explanation of procedures.
3. Arrange for appropriate continuation of the student's instructional program by securing individual lesson plans, learning objectives, and activities from the referring teacher.
4. Arrange for a meeting of the school placement review committee to be conducted within three days of removal.
5. Prior to a temporary or district removal of a student with a disability under this policy, the principal, in consultation with the district's special education director or 504 coordinator will evaluate whether the removal would constitute a significant change in the student's placement. A significant change in placement occurs when an action substantially or materially alters a student's educational program. If the removal would constitute a significant change in placement, the district cannot remove the student pursuant to this policy. Instead, prior to the removal, the district must hold an IEP or Section 504 team meeting to determine the appropriate placement for the student and will ensure the student continues to receive a FAPE. Further, for discipline that would result in a suspension or expulsion for more than ten (10) days, please refer to Board

Policies JKD or JKE.

**The "Good Neighbor" Policy: Student Conduct within the School Community**  
**(A.R.S. § 13-201)**

School rules and other reasonable expectations for student behavior are extended to include student conduct while going to and from school and while off campus during the normal school day. This includes the responsibility to observe traffic and pedestrian laws and the responsibility to act as a good neighbor, respecting the safety, welfare, and property of others. Failure to act as a good neighbor within the school community may result in disciplinary action.

**Family Educational Rights and Privacy Act (FERPA)**

**The No Child Left Behind Act of 2001 (NCLB) amended the Protection of Pupil Rights Amendment (PPRA) to require that the Department of Education notify annually each state educational agency and each local educational agency of their obligations under PPRA and under the Family Educational Rights and Privacy Act (FERPA). The general requirements placed on each local educational agency by law are required to notify parents and students of their rights.**

**NOTIFICATION OF RIGHTS UNDER FERPA**

The Family Educational Rights and Privacy Act (FERPA) afford parents and students over eighteen (18) years of age ("eligible students") certain rights with respect to the student's education records.

These rights are:

1. The right to inspect and review the student's education records within forty-five (45) days

after the day the school receives a request for access.

Parents or eligible students should submit to the school administration a written request that identifies the record(s) they wish to inspect. The administration will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

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

Parents or eligible students who wish to ask the school to amend a record should write the school administration and clearly identify the part of the record they want to change and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the school

has contracted as its agent to provide a service instead of using its own employees or officials (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the school discloses education records without parent consent to officials of another school district in which a student seeks or intends to enroll.

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

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

## **Protection of Pupil Rights Amendment (PPRA)**

**The Protection of Pupil Rights Amendment (PPRA) requires that the Department of Education notify annually each state educational agency and each local educational agency of their obligations under PPRA and under the Family Educational Rights and Privacy Act (FERPA). The general requirements placed on each local educational agency by law are required to notify parents and students of their rights.**

## **NOTIFICATION OF RIGHTS UNDER THE PROTECTION OF PUPIL RIGHTS AMENDMENT (PPRA)**

PPRA affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

- *Consent* before students are required to submit to a survey that concerns one or more of the following protected areas (“protected information survey”) if the survey is funded in whole or in part by a program of the U.S. Department of Education:
  1. Political affiliations or beliefs of the student or student’s parent.
  2. Mental or psychological problems of the student or student’s family.
  3. Sex behavior or attitudes.
  4. Illegal, anti-social, self-incriminating, or demeaning behavior.
  5. Critical appraisals of others with whom respondents have close family relationships.
  6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers.
  7. Religious practices, affiliations, or beliefs of the student or parents; or
  8. Income, other than as required by law to determine program eligibility.
- *Receive* notice and an opportunity to opt a student out of:
  1. Any other protected information survey, regardless of funding.
  2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and

3. Activities involving collection, disclosure, or use of personal information collected from students for marketing or to sell or otherwise distribute the information to others.
- *Inspect*, upon request and before administration or use:
    1. Protected information surveys of students and surveys created by a third party;
    2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes.
    3. Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is eighteen (18) years old or an emancipated minor under state law. Peoria Unified will develop and adopt policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. The district will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. The district will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation of the specific activity or survey. The district will make this notification to parents at the beginning of the school year if the district has identified the specific or approximate dates of the activities or surveys at that time.

For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an

opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this direct notification requirement:

- Collection, disclosure, or use of personal information for marketing, sales or other distribution.
- Administration of any protected information survey not funded in whole or in part by the U.S. Department of Education.
- Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with:

Student Privacy Policy Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, D.C. 20202-5920

## Annual Notification of Non-Discrimination

### **Annual Public Notice of Nondiscrimination**

The Peoria School District Governing Board is committed to a policy of nondiscrimination in relation to race, color, religion, sex, age, national origin, and disability. This policy will prevail in all matters concerning staff members, students, the public, educational programs and services, and individuals with whom the Board does business. The following employee has been designated to handle inquiries regarding the nondiscrimination policies:

Jason Nuttall  
Chief Student Services Officer  
District Administration Center  
6330 W. Thunderbird Rd.

Glendale, Arizona 85306  
623-486-6003

A copy of the grievance procedure may be obtained from the local school, the district website [www.peoriaunified.org](http://www.peoriaunified.org) or the district office. Peoria Unified recognizes its obligation to provide overall program accessibility throughout the district for handicapped persons. For additional information as to the existence and location of services, activities, and facilities that are accessible to and usable by handicapped persons, please contact Peoria Unified Section 504 District Program Coordinator.

## Declaración de No-Discriminación

El Distrito Escolar Unificado de Peoria no practica la discriminación en base a la raza, color, nacionalidad, sexo, discapacidad o edad. Esta política está en cumplimiento con el Acta de Derechos Civiles de 1964 Título VI (pertinente a raza, color, nacionalidad) El título IX de la Enmienda Educativa de 1972 (pertinente a igualdad de los sexos) Sección 504 del Acta de Rehabilitación de 1973 (pertinente a discapacidad), el Acta de Discriminación por Edad de 1975 (pertinente a la edad) y cubre admisión, acceso, trato y empleo en las actividades y programas de distrito incluyendo educación vocacional.

Los estudiantes, padres de familia o guardianes, empleados y miembros de la comunidad que tengan preguntas acerca de estas regulaciones, o desean presentar una queja individual deben contactar a la siguiente persona encargada en el distrito:

Jason Nuttall  
Chief Student Services Officer  
District Administration Center  
6330 W. Thunderbird Rd.  
Glendale, Arizona 85306



Se puede pedir al coordinador una copia del procedimiento de quejas. El Distrito Escolar Unificado de Peoria reconoce su obligación de proveer acceso a los programas en el distrito para personas discapacitadas. Contacte al coordinador de la Sección 504 para obtener información acerca de los servicios, actividades, y facilidades que son accesibles y están a disposición de las personas discapacitadas.

## **Glossary of Consequences**

Because some consequences apply to certain problems and not to others, it is not possible to list disciplinary options in a strict order of progression from less to more serious. Nevertheless, the district's approach to student discipline is progressive in nature, and this glossary is generally organized to present consequences of misconduct in order of increasing severity.

### **Conference**

A teacher or administrator will talk with the student about expected behavior and the consequences of misconduct.

### **Parent Involvement**

A teacher or administrator will discuss student behavior with parent/guardian, seeking cooperation in creating a positive behavioral change.

### **Loss of Privileges**

Any privilege that is abused may be revoked, pending behavior change or fulfillment of reasonable requirements. Privileges may be restored to students partially or fully and may depend upon development of a behavioral contract. Loss of privileges may include the student's right to be enrolled in a class, or

participation in extracurricular activity.

### **Detention/Work Detail**

Detention is mandatory time spent in an assigned location. Work detail is the performance of supervised work for the school. Detention or work detail may be assigned before school, during the lunch period, after school, or on Saturday. Parent/guardian will be notified prior to assignment of either school detention or work detail.

### **Behavioral Contract**

A teacher or administrator may outline in writing the terms upon which certain student privileges will be granted or continued and specific consequences if terms are broken. Signatures of both student and school official are required; in some instances, parent or guardian will also be expected to sign, indicating agreement to terms of the contract.

### **On-Campus Suspension (Short-Term)**

With notification to the student and parent/guardian, a school administrator may remove a student from all classes for a period of one (1) to nine (9) days. During this time, the student's access to school services, facilities and personnel will be limited to the on-campus suspension area. The student is not permitted to participate in or attend any school-sponsored events during the period of suspension.

### **Off-Campus Suspension (Short-Term)**

With notification to the student and parent/guardian, a school administrator may remove a student from school for a period of one (1) to nine (9) days. During this time, the student's assignments will be provided. The student is not permitted to participate in or attend any school-sponsored events during the period of suspension.

### **Long-Term Suspension Hearing**

A long-term suspension is a withdrawal of the

privilege to attend school that exceeds nine (9) school days in duration and extends for a specified period of time.

### **Off-Campus Suspension (Long-Term)**

Acting upon the recommendation of the administration, the Governing Board may deny all school privileges to a student for a period of eleven (11) days to one calendar year.

### **Expulsion**

Acting upon the recommendation of the administration, the Governing Board may permanently deny all school privileges to a student.

### **Manifestation Hearing**

Before the eleventh day of suspension is imposed, the IEP Team, including the parents and the Director of Special Education, or designee, must meet to review the relationship between the child's disability and the behavior subject to the disciplinary action to determine whether or not the behavior in question was a manifestation of the student's disability.

### **Restitution**

When personal or school property has been damaged, stolen, lost, or destroyed, the student may be held responsible for replacing or paying the cost of the item. Restitution may be required in addition to other behavioral consequences.

### **Revocation of Open Enrollment**

A student who is on an Open Enrollment variance may lose that privilege if the student demonstrates poor attendance, fails to maintain adequate academic performance, and/or fails to follow school rules.

# Peoria Unified Student Discipline Code

BEHAVIOR	DEFINITION	RANGE	CONSEQUENCE
<b>ABUSE OF STAFF</b>	Verbal or physical disrespect or injury to staff members acting in their capacity as district employees.	Min.	Short-Term Suspension
		Max.	Expulsion
<b>ALCOHOL</b>	Use, possession, or being under the influence of alcohol on school property or at school events is prohibited.	Min.	Short-Term Suspension
		Max.	Expulsion
<b>ALCOHOL</b>	Sale or distribution of alcohol, on school property or at school events is prohibited.	Min.	Short -Term Suspension
		Max.	Expulsion
<b>ASSAULT/ AGGRAVATED ASSAULT</b>	Physical attack upon another person who does not indicate willingness to engage in the conflict and/or participation in an incident involving physical violence which causes serious physical injury to another.	Min.	Short-Term Suspension
		Max.	Expulsion
<b>BULLYING</b>	Negative verbal, physical or psychological actions toward another student.	Min.	Conference
		Max.	Long-Term Suspension
<b>BUS VIOLATIONS</b>	Failure to comply with rules established for the use of school transportation.	Min.	Conference
		Max.	Loss of Bus Privileges
<b>COMBUSTIBLE</b>	Possession of any substance or object that is readily capable of causing bodily harm or property damage, i.e., matches, lighters, firecrackers, gasoline, and lighter fluid.	Min.	Conference
		Max.	Expulsion
<b>CONTRABAND</b>	Items stated in school policy as prohibited because they may disrupt the learning environment.	Min.	Conference
		Max.	Long-Term Suspension
<b>CUMULATIVE VIOLATIONS</b>	Documented misconduct which occurs frequently enough to show a lack of intent to abide by school rules.	Min.	Short-Term Suspension
		Max.	Expulsion
<b>DEFIANCE / DISRESPECT / NON-COMPLIANCE / INSUBORDINATION</b>	Failure/refusal to comply with the reasonable rules or requests of school personnel. Student engages in refusal to follow directions, talks back, or delivers socially rude interactions.	Min.	Conference
		Max.	Long-Term Suspension
<b>DISORDERLY CONDUCT/ ENDANGERMENT</b>	Behavior disruptive to school climate or the educational process.	Min.	Conference
		Max.	Long-Term Suspension

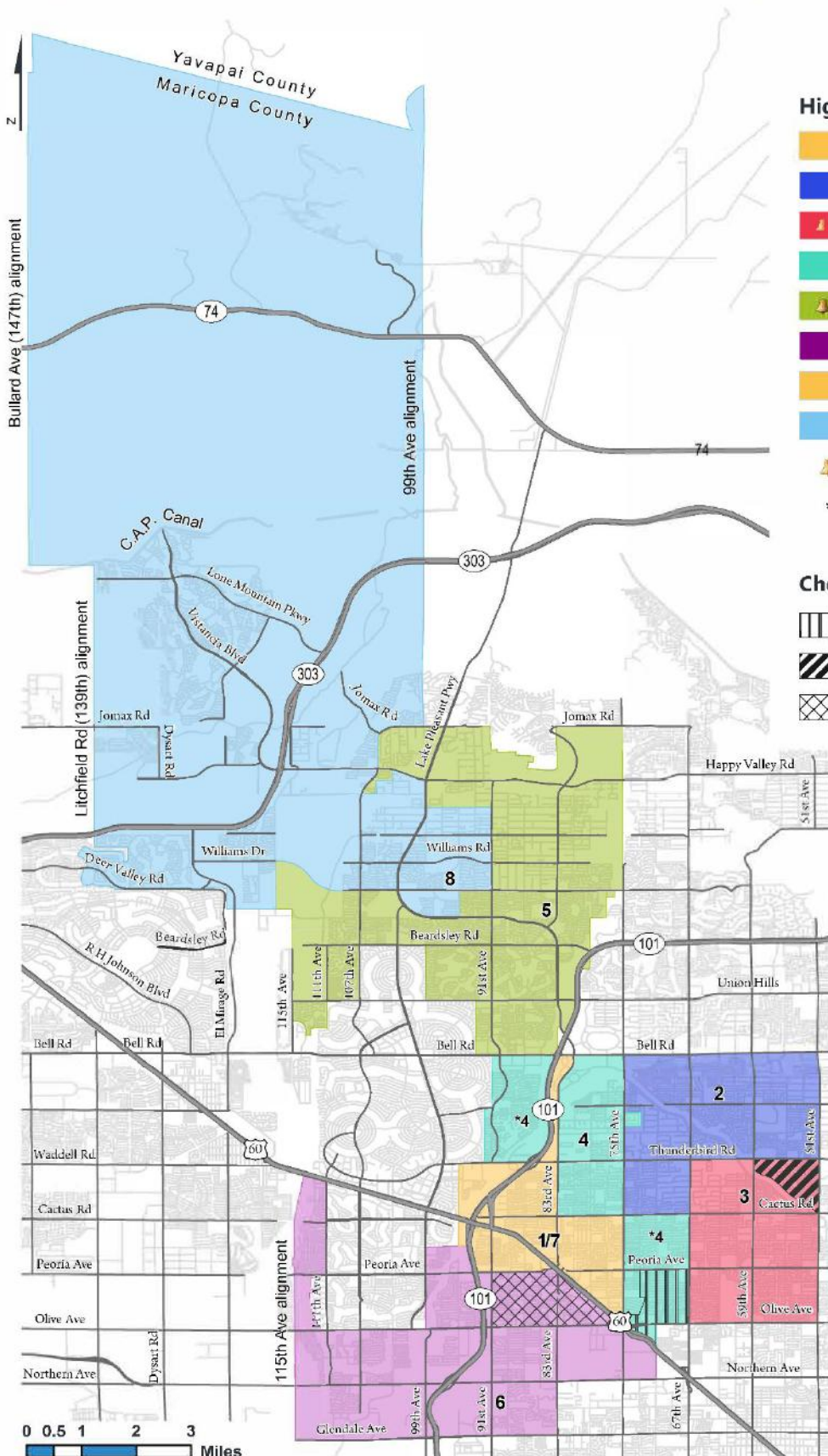
BEHAVIOR	DEFINITION	RANGE	CONSEQUENCE
<b>DRESS CODE</b>	Inappropriate attire.	Min.	Conference
		Max.	Short-Term Suspension
<b>DRUGS</b>	Use, possession, or being under the influence of non-prescribed/prescribed drugs or paraphernalia associated with drug use on school property or at school events is prohibited.	Min.	Short-Term Suspension
		Max.	Expulsion
<b>DRUGS</b>	Sale or distribution of non-prescribed/prescribed drugs or paraphernalia associated with drug use on school property or at school events is prohibited.	Min.	Short-Term Suspension
		Max.	Expulsion
<b>FIGHTING</b>	Mutual participation in an incident involving physical violence, where there is no major injury.	Min.	Conference
		Max.	Expulsion
<b>FIREARMS</b>	Possession of loaded or unloaded firearms, including but not limited to, any weapon (including a starter gun) that will, is designed to, or may readily be converted to expel a projective by the action of an explosive or other propellant; the frame or receiver of any such weapon.	Min.	Short-Term Suspension
		Max.	Expulsion
<b>GAMBLING</b>	Possession of equipment or materials associated with gambling; participating in games of chance for the purpose of gain.	Min.	Conference
		Max.	Long-Term Suspension
<b>HARASSMENT/VERBAL ABUSE</b>	Statements or actions which intimidate or demean others.	Min.	Conference
		Max.	Long-Term Suspension
<b>HARASSMENT, SEXUAL</b>	Unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical conduct of a sexual nature.	Min	Short-Term Suspension
		Max	Long-Term Suspension
<b>HAZING</b>	Intentional, knowing, or reckless act committed by a student in connection with an initiation into any organization that is affiliated with an educational institution.	Min	Conference
		Max	Expulsion
<b>INAPPROPRIATE LANGUAGE</b>	Vulgar, profane, obscene, or disrespectful behavior or language; possession or display of vulgar, profane, or obscene material.	Min.	Conference
		Max.	Long-Term Suspension
<b>LEAVING SCHOOL GROUNDS</b>	Leaving school grounds or being in an "out-of-bounds" area during regular school hours without permission of the principal or principal designee.	Min	Conference
		Max	Short-Term Suspension

BEHAVIOR	DEFINITION	RANGE	CONSEQUENCE
<b>MINOR AGGRESSIVE ACT</b>	Non-serious but inappropriate physical contact or pushing that demonstrates low level hostile behaviors.	Min	Conference
		Max	Short-Term Suspension
<b>NEGATIVE GROUP AFFILIATION</b>	Specific attitudes and actions of a student affiliated with a negative group or gang including gang-related behavior, association, apparel, symbols, paraphernalia, and/or activities.	Min.	Parent Involvement/Conference
		Max.	Expulsion
<b>NETWORK INFRACTION / INAPPROPRIATE USE OF TECHNOLOGY</b>	Inappropriate use/failure to comply with Peoria Unified's Acceptable Use Policy and Governing Board Policy IJNDB-R.	Min.	Conference
		Max.	Long-Term Suspension
<b>OTHER TECHNOLOGY / ELECTRONIC DEVICES</b>	Possession or use of electronic devices likely to disrupt the school environment or educational process. Cellular phones, camera phones and text messaging devices are to remain off and concealed inside school buildings and during the students' instructional time.	Min.	Conference/Confiscation
		Max.	Long-Term Suspension
<b>OTHER VIOLATION OF SCHOOL POLICIES / "GOOD NEIGHBOR" VIOLATIONS</b>	Failure to obey school rules and district policies, traffic/pedestrian laws, and act as a good neighbor in the community.	Min.	Conference
		Max.	Long-Term Suspension
<b>PARKING LOT / VEHICULAR VIOLATION</b>	Unsafe/inappropriate operation or use of vehicle; transfer of vehicle to unauthorized persons; parking violation.	Min.	Conference
		Max.	Long-Term Suspension
<b>PLAGIARISM</b>	Presenting work done (in whole or in part) by someone else as if it were one's own.	Min.	Conference
		Max.	Long-Term Suspension
<b>PUBLIC DISPLAY OF AFFECTION</b>	Holding hands, kissing, sexual touching or other displays of affection in violation of school policy.	Min	Conference
		Max	Short-Term Suspension
<b>SEXUAL MISCONDUCT</b>	Sexual abuse, sexual conducts with a minor, child molestation, sexual assault.	Min.	Short-Term Suspension
		Max.	Expulsion
<b>TARDY / OTHER ATTENDANCE VIOLATION</b>	Arriving at school or class after the scheduled start time and/or other attendance violations.	Min	Conference
		Max	Short Term Suspension
<b>THEFT/BURGLARY</b>	Stealing or concealing school property or the property of others or participating as an accomplice, including copying copyrighted software.	Min.	Conference and/or Restitution
		Max.	Expulsion
<b>THREAT OR INTIMIDATION</b>	Verbal or written statements or conduct that may be construed as threatening to the safety of students or staff.	Min.	Short-Term Suspension
		Max.	Expulsion





# Peoria Unified School District No.11 High School Boundaries



## High Schools:

- 1. PEORIA HIGH SCHOOL - (623) 412-6300  
11200 N. 83rd Ave., Peoria, AZ 85345
- 2. CACTUS HIGH SCHOOL - (623) 412-5000  
6330 W. Greenway Rd., Glendale, AZ 85306
- 3. IRONWOOD HIGH SCHOOL - (623) 486-6400  
6051 W. Sweetwater Ave., Glendale, AZ 85304
- 4. CENTENNIAL HIGH SCHOOL - (623) 412-4400  
14388 N. 79th Ave., Peoria, AZ 85361
- 5. SUNRISE MOUNTAIN HIGH SCHOOL - (623) 487-5125  
21200 N. 83d Ave., Peoria, AZ 85382
- 6. RAYMOND S KELLIS HIGH SCHOOL - (623) 412-5425  
6990 W. Orangewood Ave., Glendale, AZ 85305
- 7. PEORIA FLEX ACADEMY - (623) 412-5475  
Located at (1) Peoria High School
- 8. LIBERTY HIGH SCHOOL - (623) 773-6625  
9621 W. Speckled Gecko Dr., Peoria, AZ 85383

Signature Program at School

\* Indicates a non-contiguous elementary school attendance boundary.

## Choice Areas:

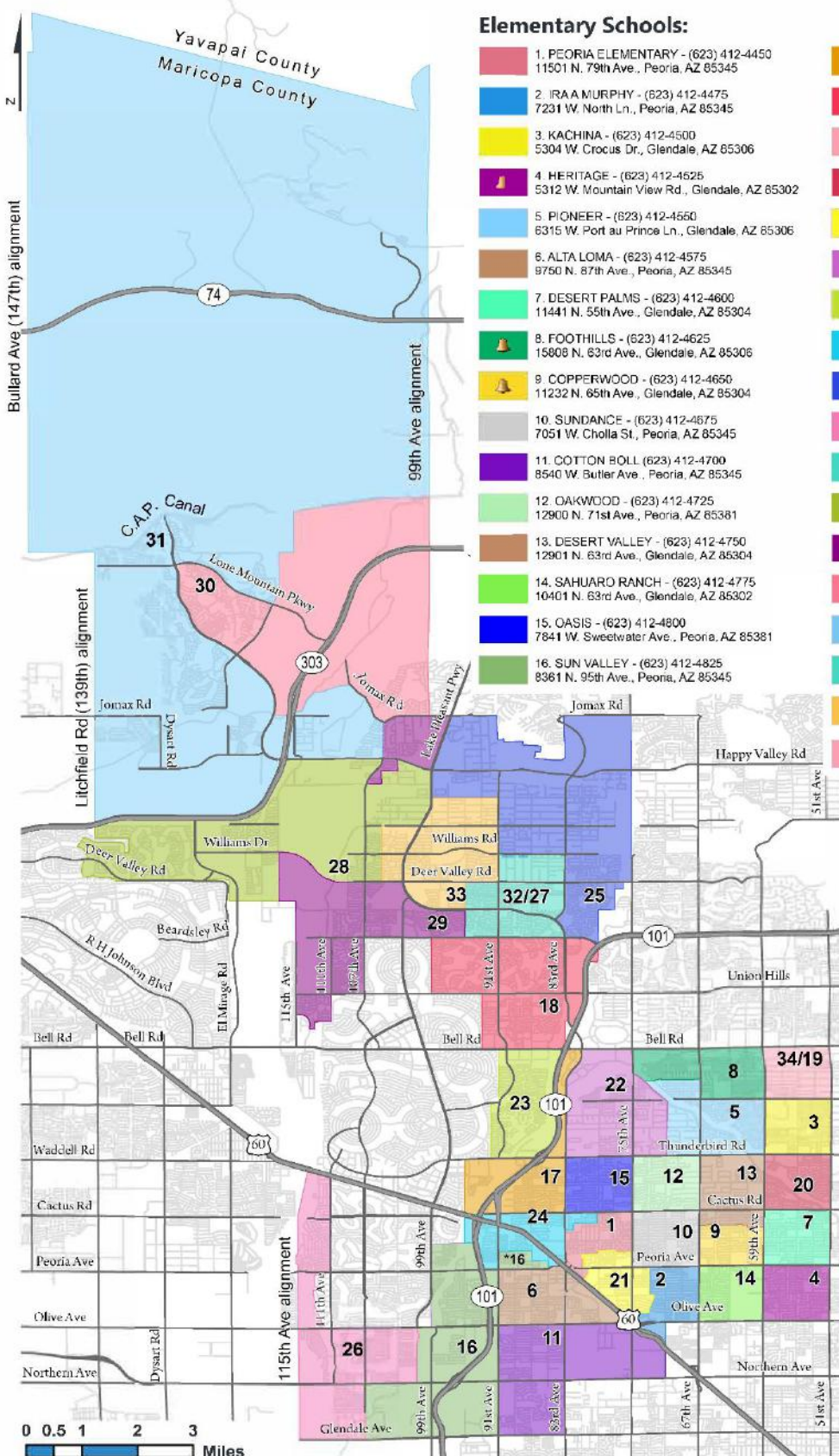
- CENTENNIAL or PEORIA H.S.
- CACTUS or IRONWOOD
- PEORIA H.S. or RAYMOND S KELLIS

\* This map is for illustrative purposes only.  
The Peoria Unified School District shall  
not be held liable for improper or incorrect  
use of the data.





# Peoria Unified School District No.11 Elementary School Boundaries



## Elementary Schools:

- |   |  |
|---|--|
| 1. PEORIA ELEMENTARY - (623) 412-4450<br>11501 N. 79th Ave., Peoria, AZ 85345 | 17. SKY VIEW - (623) 412-4650<br>8624 W. Sweetwater Ave., Peoria, AZ 85381             |
| 2. IRAA MURPHY - (623) 412-4475<br>7231 W. North Ln., Peoria, AZ 85345        | 18. APACHE - (623) 412-4875<br>8633 W. John Cabot Rd., Peoria, AZ 85382                |
| 3. KACHINA - (623) 412-4500<br>5304 W. Crocus Dr., Glendale, AZ 85306         | 19. CANYON - (623) 412-5050<br>5490 W. Paradise Ln., Glendale, AZ 85306                |
| 4. HERITAGE - (623) 412-4625<br>5312 W. Mountain View Rd., Glendale, AZ 85302 | 20. MARSHALL RANCH - (623) 486-6450<br>12995 N. Marshall Ranch Dr., Glendale, AZ 85304 |
| 5. PIONEER - (623) 412-4660<br>6315 W. Port au Prince Ln., Glendale, AZ 85306 | 21. SANTA FE - (623) 486-6475<br>9880 N. 77th Ave., Peoria, AZ 85345                   |
| 6. ALTA LOMA - (623) 412-4575<br>9750 N. 87th Ave., Peoria, AZ 85345          | 22. PASEO VERDE - (623) 412-5075<br>11805 N. 87th Ave., Peoria, AZ 85381               |
| 7. DESERT PALMS - (623) 412-4600<br>11441 N. 55th Ave., Glendale, AZ 85304    | 23. DESERT HARBOR - (623) 486-6200<br>15585 N. 91st Ave., Peoria, AZ 85382             |
| 8. FOOTHILLS - (623) 412-4625<br>15808 N. 63rd Ave., Glendale, AZ 85306       | 24. CHEYENNE - (623) 487-5100<br>11805 N. 87th Ave., Peoria, AZ 85345                  |
| 9. COPPERWOOD - (623) 412-4650<br>11232 N. 65th Ave., Glendale, AZ 85304      | 25. FRONTIER - (623) 412-4900<br>21258 N. 81st Ave., Peoria, AZ 85382                  |
| 10. SUNDANCE - (623) 412-4675<br>7051 W. Cholla St., Peoria, AZ 85345         | 26. COUNTRY MEADOWS - (623) 412-6200<br>6409 N. 111th Ave., Peoria, AZ 85345           |
| 11. COTTON ROLL - (623) 412-4700<br>8540 W. Butler Ave., Peoria, AZ 85345     | 27. COYOTE HILLS - (623) 412-5225<br>21180 N. 87th Ave., Peoria, AZ 85382              |
| 12. OAKWOOD - (623) 412-4725<br>12900 N. 71st Ave., Peoria, AZ 85381          | 28. ZUNI HILLS - (623) 412-5275<br>10851 W. Williams Rd., Sun City, AZ 85373           |
| 13. DESERT VALLEY - (623) 412-4750<br>12901 N. 63rd Ave., Glendale, AZ 85304  | 29. PARKRIDGE - (623) 412-5400<br>9970 W. Beardsley Rd., Peoria, AZ 85382              |
| 14. SAHUARO RANCH - (623) 412-4775<br>10401 N. 63rd Ave., Glendale, AZ 85302  | 30. VISTANCIA - (623) 773-6500<br>30009 N. Sunrise Pl., Peoria, AZ 85383               |
| 15. OASIS - (623) 412-4800<br>7841 W. Sweetwater Ave., Peoria, AZ 85381       | 31. LAKE PLEASANT - (623) 773-8575<br>31501 N. Westland Rd., Peoria, AZ 85383          |
| 16. SUN VALLEY - (623) 412-4825<br>8361 N. 95th Ave., Peoria, AZ 85345        | 32. PEORIA TRADITIONAL - (623) 412-5225<br>Located at (27) Coyote Hills                |
|   | 33. SUNSET HEIGHTS - (623) 773-6650<br>9687 W. Adam Ave., Peoria, AZ 85382             |
|   | 34. SUNFLOWER SCHOOL - (623) 412-5050<br>Located at (18) Canyon                        |

Signature Program at School

\* Indicates a non-contiguous elementary school attendance boundary.

\* This map is for illustrative purposes only.  
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## Peoria Unified School District 2023-2024 Governing Board



**Rebecca Hill**  
Term 2021-2024



**Melissa Ewing**  
Term 2023-2026



**David Sandoval**  
Term 2021-2024



**Bill Sorensen, Ed.D.**  
Term 2021-2024



**Heather Rooks**  
Term 2023-2026