

ROUND VALLEY HIGH SCHOOL CODE OF CONDUCT GUIDELINES FOR STUDENT BEHAVIOR

Round Valley High School believes that we should help each individual student develop to his or her maximum capacity and become a contributing member of society. We believe an educational environment should be provided for all students which will foster maximum motivation for optimum mental, moral, social, and physical growth.

To assist each student in their pursuit of a quality education, guidelines for student behavior must be established. It is impossible to design a rule to fit every situation; this set of guidelines will provide a basis for dealing with disciplinary issues. RVHS Guidelines for Student Behavior, District Policy, Title 15 of the Arizona Education Code, and Arizona Law will be used in determining conduct violations.

Students should remember that they are responsible for their own actions. If their actions violate school rules, District policy, or state law, they must accept the consequences.

The following pages describe the RVHS Guidelines For Student Behavior. Students may be counseled by teachers or administrators at any time regarding their behavior. Please accept their advice as valuable and understand that the intent is to help and to maintain order in the school setting. Each student's attitude will play a large role in determining how successful they are in school.

All students will be provided a copy of the *Guidelines for Student Behavior*. It will be the student's responsibility to share these regulations with their parents. Additional copies may be obtained upon request at the school office. District policy and state law are also available for review in the office.

SCHOOL JURISDICTION: The District has jurisdiction over its students during the regular school day while going to and from school, at any school-sponsored function or activity, and on district transportation. The District's jurisdiction includes any activity during the school day on school grounds, attendance at any school related activity, regardless of time or location, and any related misconduct, regardless of time or location. JFC(1)

CODE OF CONDUCT

The following definitions and guidelines are meant to acquaint the student with the expectations of good student conduct at Round Valley High School. Violations may involve serious disciplinary consequences including loss of privileges, suspension or expulsion from school, and/or criminal charges. When necessary, the appropriate law enforcement agencies will be notified for possible criminal prosecution. Headings are listed alphabetically for simplification and easy reference. A table of consequences is included at the end of this document for easy reference.

ABSENCES JH, JHB, JHBB, JHC, JHD

If a student is absent from school other than for a school activity (athletic or school organization competition, school-sponsored activity, school trip, AIMS testing, etc.) whether for one period or the entire day, he/she must present a note from parent/ guardian to the Administration Office **immediately** upon return explaining the absence. This note confirms with the school that the parent is aware of the absence; authority to determine whether it is excused or unexcused resides with the school (A.R.S. 802 and A.R.S. 803). If determined to be within the parameters of an excused absence (e.g. doctor's appointment, illness, court appearance, college or military interview, death or serious illness within a family that requires relatives' attendance), the student will be given an **Excused Absence** slip for each teacher missed to sign. Students will be allowed two days for each day missed to make up missed assignments with an excused absence. Failure to bring a note, or determined not to be within the parameters of an excused absence, will result in an **Unexcused Absence**. Students will not be allowed to make up missed assignments due to an unexcused absence. A separate note must be submitted for each absence or period of absences (e.g. a student ill for three days need only to bring one note to cover the days missed); a "blanket excuse" for any previous or future absences and/or tardies will not be accepted.

For accounting purposes, absences are coded: an "A" is an unexcused absence (no note provided); an "E" is an excused absence (verified by a note); a "D" means the student missed more than 15 minutes of the class; all count as absences. For accounting purposes, tardies are coded: an "ET" is an excused tardy; a "T" is an unexcused tardy; all count as a tardy.

An "I" stands for an in-house suspension; an "S" represents an off-campus suspension; and a "J" means the student was incarcerated. These absences do not count against a student's attendance record, although work missed during these disciplinary consequences must be made up.

It must also be understood that, in the eyes of the State, there is no distinction between Excused and Unexcused; an absence is an absence, and by State Statute (A.R.S. 15-802 and A.R.S. 15-803), a student **MUST** attend 90% of all scheduled classes in order to earn credit and may be charged with truancy for excessive absences.

ACADEMIC DISHONESTY JKR

Cheating, forgery, plagiarism, copying another student's work, etc. RVHS prides itself on maintaining high standards and ethical values, and anyone guilty of academic dishonesty will be dealt with appropriately, including being given a zero for the copied/plagiarized work with no makeup allowed.

ALCOHOL JIC, JKR

The use, possession, or distribution of alcoholic substances. This includes off-campus consumption and then being present on district property. Violation of this policy will be dealt with in accordance with consequences listed under the section "Drug Use."

ARRESTED STUDENTS JIH, ARS 8-303, ARS8-304, ARS 8-802, ARS 8-821, ARS 8-823, ARS 13-3881, ARS 13-3883, ARS 15-342

If a student is subject to arrest or apprehension by a law enforcement officer, the administration shall deliver the student into the officer's custody. Also, the Arizona Attorney General has ruled that parents **do not have to be notified or present** when a student is interviewed/questioned. As a matter of courtesy, RVHS will attempt to notify parents when appropriate.

ARSON JIC, JICR

The malicious or fraudulent burning of property. This will result not only in consequences from the School but also charges filed through the court system.

ATTENDANCE/CREDIT APPEALS A.R.S. 15-803B, JH, JHB

Good attendance is crucial to the success of the student. If too many absences are accumulated in a class, you may lose credit in that class. An **absence** includes *Excused* as well as *Unexcused*. Losing credit in a class means you may have to retake the class, which may delay your graduation from Round Valley High School on time. Please read the following guidelines carefully and if you have additional questions regarding credit and absences, speak with a counselor or an administrator for further clarification.

You may not be absent more than **8** class meetings per semester. Once you reach **9** or more absences you must appeal for credit. There is a form you will complete indicating you wish to appeal for credit. Appealing for credit means you appear before a panel of teachers/administrators to explain why you have been absent. At this meeting you should have any doctor's notes or official documentation explaining your situation. The panel will review the situation and either approve or deny credit. If the panel approves credit, you will continue to attend the class; if the panel denies credit you are expected to continue to attend until the semester is complete.

DO NOT STOP ATTENDING CLASS BECAUSE YOU THINK YOU HAVE LOST CREDIT. CONTINUE ATTENDING THE CLASS UNTIL THE SEMESTER HAS ENDED.

YOU ARE ALLOWED TO APPEAL FOR CREDIT EACH SEMESTER. *If you are allowed to continue in the class(es) you are appealing and placed on contract, the contract covers ALL of your current classes. In the rare case where a student is reinstated in a class after being withdrawn for excessive absences because of extenuating circumstances, the student will be graded on a Pass/ Fail basis and will not receive a letter grade.*

If you choose not to appeal for credit, you will complete a form stating such. Please realize that you will automatically receive a FAILING (F) grade in this class which will go on your high school transcript.

AUTOMOBILE JLIE, JLIER

The inappropriate use of an automobile on school property, including parking violations, will result in punitive action. Students are to park in student parking areas only.

STUDENT PARKING IS RESTRICTED TO THE AUDITORIUM AND DOME PARKING LOTS. All other areas are designated for staff, visitors, and other personnel. The area directly behind the cafeteria/kitchen is for deliveries only; no parking by students or staff. Also, the two parking spaces directly across from the Admin Office that are designated "Visitor Parking" are for **visitors only** (ie. parents). Students stopping "for five minutes," or "picking someone up" **are not visitors**. Violations may result in a citation from the School Resource Officer, withholding of student school records, and loss of parking privileges on school campus.

Bullying JFCF ARS 15-2301

The definition of bullying is:

A pattern of one or more of the following:

1. Gestures, including but not limited to obscene gestures and facial expressions.
2. Written, verbal, or electronic communication.
3. Physical acts.
4. Repeatedly and purposefully shunning.

When the pattern of behavior is exhibited toward a student, more than once, by another student (or group of students), and occurs or is received by a student on school property, at school sponsored activities, at any designated school bus stop.

The pattern of behavior must have the effect of physically harming a student, placing the student in reasonable fear of physical harm, damaging a student's property, or must be sufficiently severe, persistent, and pervasive enough to either create an intimidating or threatening educational environment, have the effect of substantially interfering with a student's performance.

BUS / DISTRICT TRANSPORTATION JICC

Students riding District buses/transportation shall observe the following standards:

1. Behave in the same manner expected at school or in the classroom. Follow all school rules described in the *Student Behavior Code of Conduct*;
2. Obey instructions of the bus/van driver and respond appropriately to reasonable requests;
3. Occupy and remain in assigned seats until the bus stops;
4. Keep aisles clear;
5. Talk quietly;
6. Keep arms, hands, feet, legs, and head inside the bus at all times;
7. Be courteous to other students;
8. No food or drinks;
9. Maintain orderly conduct at bus stops.
10. **DO NOT** throw objects or drinks out of bus/van windows.

Consequences for serious Bus Violations:

1. First referral to the Administration: restriction from riding District transportation for a minimum of five days;
2. Second referral: restriction from riding bus transportation for a minimum of ten days;
3. Third referral: restriction from riding District transportation for a minimum of the remainder of the semester, or one month, whichever is greater.

Note: Under Arizona law, parents/guardians are responsible for damage done to District property by their children. Parents/guardians will be charged for such damage.

CELL PHONES

While it is recognized that cell phones are an integral part of today's society, they can become an unacceptable distraction in the school setting. Cell phones may be used during passing times and lunch for texting, games, music only. All calls are to be made outside the buildings. All electronic devices are to be turned off upon entering the classroom; not put into vibrate mode. However, teachers may allow for the usage of cell phones in their class for academic purposes only. Otherwise, cell phones will be confiscated if seen or heard, whether in use or not. Confiscated cell phones will be returned to the student at the end of the day on the first offense; further offenses will require the parent/guardian to come in to retrieve the phone. **Refusal to surrender a cell phone when directed to do so by faculty, administration and/or staff member will result in a referral for Defiance of Authority.**

CHRONIC OFFENSES JK, JKR

The District defines "chronic" to be two or more violations of the discipline code in general, or repeated occurrences of the same violation. **Please understand that discipline consequences will be progressive in nature.** Progressive means penalties will increase in severity as a student accumulates discipline violations. Some violations will begin with more severe consequences. **A STUDENT ACCOUNTABILITY SYSTEM HAS BEEN ADDED; PLEASE SEE ATTACHED AT BACK OF HANDBOOK.**

CO- and EXTRA-CURRICULAR ACTIVITIES JJ, JJJ

Participation in co- and extra-curricular activities is a privilege extended to all students who adhere to this *Code of Conduct*. Such students will also be subject to individual coach/sponsor rules and guidelines for their respective activities. Students and parents will be required to sign and return both the *Code of Conduct Guidelines for Student Behavior* and the coach/sponsor's rules and guidelines for the respective activity prior to participation in such activities.

CRIMINAL TRESPASS/BURGLARY ARS 15-841, JIC

Entering or remaining unlawfully on school premises with the intent to commit a felony therein.

CYBERBULLYING ARS 15:341(40)

Cyberbullying is being cruel to others by sending or posting harmful material or engaging in other forms of social aggression using the Internet or other digital technologies. Cyberbullying can take different forms:

- **Flaming.** Online fights using electronic messages with angry and vulgar language.
- **Harassment.** Repeatedly sending nasty, mean, and insulting messages.
- **Denigration.** "Dissing" someone online. Sending or posting gossip or rumors about a person to damage his or her reputation or friendships.
- **Impersonation.** Pretending to be someone else and sending or posting material to get that person in trouble or danger or to damage that person's reputation or friendships.
- **Outing.** Sharing someone's secrets or embarrassing information or images online.
- **Trickery.** Talking someone into revealing secrets or embarrassing information, then sharing it online.

- **Exclusion.** Intentionally and cruelly excluding someone from an online group.
- **Cyberstalking.** Repeated, intense harassment and denigration that includes threats or creates significant fear.

DANCES

Only RVHS students may attend school dances. (Exceptions will only be those dances approved by the Administration, such as the Prom and Homecoming Dances). Visitors must be a high school student, or, if a recent graduate, no more than 19 years old. Sponsors of visitors must obtain a Visitor's Form from the Administration which will require clearance from the visitor's school, or, in the case of a recent graduate, a Visitor's Pass from the Administration. ***RVHS Dress Code is in effect for all dances; violators will not be allowed to enter the dance.*** Dances will not go past 11:30 PM.

DISCIPLINARY CONSEQUENCES (see *Guidelines for Disciplinary Consequences* on last page of this document)

- Verbal or written warning, informal talk
- Lunch detention
- Saturday school
- Community service
- Parent shadowing
- Emergency removal
- In-school suspension
- Short term suspension (10 days or less)
- Long term suspension (over 10 days)
- Expulsion (permanent removal from school)

DISORDERLY CONDUCT, PROFANITY, OBSCENE BEHAVIOR JIC, JICR

Conduct or behavior which is disruptive to the orderly educational procedure of the school. This includes anywhere on school premises, whether during normal school hours or during an extra- or co-curricular activity.

DISRUPTION OF CLASS JIC, JICR

Conduct or behavior which detracts from the opportunity of others to learn. Disruptive behavior in the classroom is unacceptable and will be dealt with accordingly, up to and including permanent removal from the class with an 'F'.

DRESS CODE JICA

Students shall dress in a manner that shows respect for the educational environment and is befitting of the day's activities. Students' clothing and jewelry must not present a health or safety hazard or distraction which would disrupt the educational process. Disruption is defined as reactions by other individuals to the clothing or adornment which causes the teacher/administrator to lose the attention of the students, cause the teacher/administrator to modify or cease instructional activities, or to deal with student confrontations or complaints.

1. ***The Administration reserves the right to decide if a student's attire is inappropriate or distracting.*** Persistent dress code violations may result in suspension from school.
2. Items that disrupt the educational process shall not be allowed. Personal items such as clothing, paraphernalia,

jewelry, backpacks, fanny packs, gym bags, water bottles, etc., shall be free of writing, pictures, or any other insignias which are crude, vulgar, profane, violent, or sexually suggestive.

3. Items which bear advertising, promotions and likeness of tobacco, alcohol, drugs, or which are contrary to the educational process, shall not be allowed.
4. All students shall maintain their hair, mustaches, sideburns, and beards in a clean, well-groomed manner. Hair, which is so conspicuous, extreme, odd in color or style that it draws undue attention, disrupts or tends to disrupt or interfere with the learning atmosphere at the school, shall not be allowed.
5. All students shall wear clean, appropriate clothing.
6. Clothing, jewelry, accessories and piercings which are so conspicuous, extreme, or odd that they may draw undue attention, disrupt or tend to disrupt, interfere with, or pose a health or safety issue to the learning atmosphere at the school, shall not be allowed. **Small and clear nose and lip studs used to keep the piercing from closing may be allowed per administration approval.**
7. Students shall not wear clothes that are mutilated, cut off, or not school appropriate (e.g. short shorts, miniskirts or skirts just above the knee in length, bare midriffs, halter-tops, spaghetti straps, tank tops, or similar clothing which is revealing in any manner). Pajama pants will not be allowed. The material used is secondary to how the clothing fits. This includes but is not limited to skinny jeans, leggings, jeggings, yoga pants, swants, and spandex; exception is if a shirt, skirt, or shorts are worn over and cover appropriately. Clothing shall cover the midriff, underwear, backs, and cleavage at all times. Skirts, dresses, and shorts must be at least knee length. Sagging trousers are also not allowed; the waistline of trousers are to be worn on the person's waist, not below. The crotch must fit properly. The trouser must fit without a belt; if a belt is worn, it is to be secured in the trouser belt loops. Long shirts worn in an effort to cover sagging trousers will be required to be tucked in.
8. Bandanas worn in any manner are not allowed.
9. Holes or slits in clothing are not considered appropriate for school wear and shall not be allowed. **THIS MEANS NO HOLES OF ANY KIND, including scuffs! Neatly patched holes from the outside are acceptable.** Wearing of tights, spandex, and/or long socks or stockings under jeans with holes in them does not change the definition of **NO HOLES OF ANY KIND.**
10. No chains (such as wallet chains) or safety pins used as "accessories" will be allowed.
11. Hats of any kind are not allowed within any buildings except as a part of an approved activity, or for religious or medical purposes. Hats will be confiscated and returned at the end of the day after a one dollar fine has been paid.
12. School officials may require students to wear certain types of clothing for health or safety reasons in connection with certain specialized activities.
13. Gang-related clothing, colors, and paraphernalia shall not be allowed on school grounds or at activities. School officials shall determine what constitutes "gang" clothing, colors, or paraphernalia after consultation with law enforcement agencies as needed.

14. Appropriate footwear shall be worn at all times that ensure personal safety and hygiene. For safety purposes, slippers or flip-flops are not allowed in the CTE areas (e.g. Wood Shop, Auto Shop, Ag/Welding area).

15. **Commencement Dress and Grooming.** In order to maintain dignity and decorum at high school commencements, students participating in commencement exercises are subject to all dress and grooming standards articulated above. They will wear the prescribed cap and gown during the ceremony **without** additional ornamentation or decoration. Personal items such as clothing, accessories, or jewelry that draw undue attention or detract from the dignity and decorum of the occasion shall not be allowed. Mantles, cords, insignias or medals signifying achievement, honor or recognition are restricted to awards issued and approved for display at graduation by the high school administration. Appropriate clothing worn under the gown shall include: dress slacks, shirt and dress shoes with socks for males; dress, blouse and skirt, or dress slacks and blouse with dress shoes for females.

DRUGS, OR IMITATION SUBSTANCE JICG, JICH, ARS 13-3622, ARS 15-341, ARS 4-241, ARS 4-244, ARS 13-3405, ARS 13-3406, ARS 15-345

The use (including inhalation), possession, or distributive transaction of non-prescribed drugs, prescribed drugs, synthetic drugs, narcotics or other noxious substances. This includes off-campus use and then coming on District property. The use, possession or distribution of anything representing non-prescribed drugs. Imitation means a drug, or substance which does or does not contain a controlled substance, but by appearance, would lead a reasonable person to believe that it is a controlled substance or drug. A synthetic drug (ie. synthetic cannabis) is newly defined in the Criminal Code and has been designated as illegal.

DRUG USE JIC, JICH, ARS 13-3622, ARS 15-341, ARS 4-241, ARS 4-244, ARS 13-3405, ARS 3406, ARS 15-345

The use, distribution, sale or possession of alcohol and/or illicit drugs, including inhalants, of any kind is strictly forbidden. This prohibition extends to the student being under the influence of any of these substances while on school property or at school extracurricular events. **Violation of this policy will result in for drug use:**

- a. 1st Offense
 - (1) 45 – 60 day suspension
 - (2) Opportunity to return within 30 days if the following criteria are met:
 - (1) Academic progress is maintained
AND
 - (2) Community service performed; 6 hours equals 1 day.
 - (3) Enrollment in counseling program equals 2 days.
- b. 2nd Offense
 - (1) 1 year suspension
 - (2) No services provided unless mandated by law, i.e special education.
- c. 3rd Offense
 - (1) Expulsion

Violation of this policy will result in for alcohol:

- a. 1st Offense
 - (1) 20 – 30 day suspension
 - (2) Opportunity to return within 15 days if the following criteria are met:
 - (1) Academic progress is maintained
AND
 - (2) Community service performed; 6 hours equals 1 day.
 - (3) Enrollment in counseling program equals 2 days.
- b. 2nd Offense
 - (1) 45 – 60 day suspension
 - (2) Opportunity to return within 30 days if the following criteria are met:
 - (1) Academic progress is maintained
AND
 - (2) Community service performed; 6 hours equals 1 day.
 - (3) Enrollment in counseling program equals 2 days.
- c. 3rd Offense
 - (1) 1 year suspension
 - (2) No services provided unless mandated by law, i.e special education.

During the time of suspension the student will not be allowed to be on any district property. This includes the ability to participate in any extra-curricular or co-curricular activities; including practices during that time.

It will be the responsibility of the parent/guardian to arrange for community service and/or counseling through outside organizations and to communicate that back to the campus administration. A form will be developed by the RVUSD to document hours performed.

If a student violates the drug or alcohol policy and then commits a second offense within a calendar year the policy is followed. If a calendar year has passed between a first and second offense then it will be treated as a first offense.

In cases where both drugs and alcohol are involved the more severe consequence will be applied.

While consequences are an integral part of inappropriate behavior, the School is also cognizant that we are at a point in our young people's lives where we can have a profound influence on their decision-making skills. Therefore, the above policy is adopted in an effort to provide an opportunity or a student to re-think their priorities and complete their high school education.

ELIGIBILITY POLICY JJJ; ADE "No Pass – No Play"
Rule R7-2-808

Participation in extra/co-curricular activities is a privilege extended to all students who are willing to take the responsibility for meeting the minimum eligibility requirements.

- 1. In grades 9-12, co-curricular and extra-curricular activities are defined as:

- a. All competitive activities that involve more than one school and where a winner or rating is determined (e.g. athletic events, speech or drama competition between schools, and band or choir ratings among schools);
 - b. Those activities held in conjunction with graded class activities;
- 2. Where credit is given in a co-curricular class (e.g. music, vocational), students who participate in **non-competitive** events (e.g. half-time performances for band, local concerts, school plays, and activities of a non-competitive nature), and the activity does not require loss of school time, are not required to meet extracurricular eligibility requirements. It is expected that performance in non-competitive event(s) is a part of the student's grade for credit. If a student is ineligible for participation in a certain event, other assignments need to be provided in lieu of the event. (Policy JJJ-R).
 - 3. Students participating in co-curricular events of a competitive nature (e.g. regional/state competitions) are expected to meet eligibility requirements.
 - 4. Students wishing to participate in field trips or excursions (e.g. ski trips, music tours) are expected to meet eligibility requirements.
 - 5. The ***minimum** academic requirements for participation in field trips, excursions, extra- and co-curricular activities are:
 - a. **No F's.** However, the student is given a "warning week" in which they may receive a D or an F without being ineligible. If, on the following week, the student has a grade of F, he/she will be ineligible for participation.
Example:
 - week 1 – the student has a D or F in a class: **"Warning – not ineligible."**
 - week 2 – the student has an F in the same class: **"Ineligible"**. This warning week is meant to prevent surprises for students, coaches, and parents due to rapid grade decline. With this two-week cycle, students have the opportunity to improve low grades prior to becoming ineligible.
 - b. **If a student is ineligible at the end of the semester with an F, that student remains ineligible for the first seven calendar days of the following semester. For students ineligible at the end of the first semester, this ineligibility carries through the semester break into January; likewise, if a student is ineligible at the end of the school year, the ineligibility carries over into the first semester of the following school year.**
 - c. When a student is ineligible, he/she will not be school excused, will not be allowed to travel with the team, nor allowed to dress out.

6. It is the responsibility of teachers, coaches and the athletic office to ensure only eligible students participate in the above mentioned activities. The Athletic Office will maintain a copy of the Ineligibility List; it is the responsibility of the coach/sponsor to review the Ineligibility List and notify each student participant and their parents of their ineligibility.
7. Teachers are usually available each regularly scheduled school day from 7:25am – 7:50am, and from 3:30pm – 4:00pm to assist students who wish to work on improving their grades. Other times may also be arranged between students and teachers.
8. A master Ineligibility List will be updated weekly with grades as of 12:00 noon Thursday and distributed to teachers/coaches/ sponsors by 12:00noon on Fridays. Any eligibility issues for the week will be resolved no later than 12:00 noon on Monday of the week of ineligibility. The eligibility status for the week **cannot** be changed by the student simply turning in late assignments; a teacher may correct the ineligibility by submitting a note to the Athletic Director stating that the teacher’s grades were not current as of the preceding Thursday and that the student was eligible had the grades been current, and/or the grade was incorrect due to computer error.
9. A student having outstanding fees will not be cleared to participate in co- or extra-curricular activities until those fees have been paid or arrangements have been made with administration.
10. A student who does not meet these requirements on a weekly basis is ineligible to participate in extra- or co-curricular activities from Monday through Sunday of the following week. The student’s parents/guardian are to be notified by their ineligible youth.
11. Eligibility for Special Education students will be determined on a case-by-case basis, contingent upon individual needs as documented in their IEP.
12. The cultural traditions of students will be considered when establishing or enforcing rules related to participation in extra- or co-curricular activities.

EMERGENCY REMOVAL OF STUDENTS JK

Students may be removed from district property for welfare and safety reasons when the administration determines that an emergency exists. Reasons may include, but are not limited to: (1) Being under the influence of alcohol or other drugs; (2) Being highly agitated; or (3) Suffering from any other condition that threatens the student’s welfare, or another individual’s welfare.

EXHIBITING DISRESPECT TOWARD SCHOOL EMPLOYEES; DEFIANCE OF AUTHORITY JIC, ARS 15-507.

Refusal to comply with reasonable requests of school personnel. Arizona law makes it illegal to insult, abuse or

assault a teacher or other school employee while they are engaged in the execution of official duties.

EXTORTION, COERCION, OR BLACKMAIL JIC

The solicitation of money, or something of value, from another person, in return for protection, or in connection with a threat to inflict harm.

FIGHTING / ASSAULT JIC, ARS 13-1204

Two or more parties engaging in a physical confrontation. A person commits assault by intentionally, knowingly or recklessly causing any physical injury to another person, or intentionally placing another person in reasonable apprehension of imminent physical injury, or knowingly touching another person with the intent to injure, insult or **provoke** such person.

GAMBLING

Participating in games of chance for the purpose of exchanging money is prohibited on school grounds and on school transportation. This also includes card playing for purposes other than the exchange of money.

GANG ACTIVITY OR INVOLVEMENT ARS 13-105

Arizona law defines “Gang Member” as follows: An individual who meets two of the following seven criteria:

1. Self Proclamation
2. Witness of testimony or official statement
3. Correspondence: written or electronic
4. Paraphernalia or photographs
5. Tattoos
6. Clothing or colors
7. Any other indications of street gang membership.

For the purpose of this policy, a “gang” is defined as a group of three or more people who:

1. Interact together to the exclusion of others;
2. Claim a territory or area;
3. Have a name;
4. Dress in a manner to indicate gang affiliation;
5. Have rivals/enemies;
6. Exhibit antisocial behavior, often associated with crime or a threat to the community;
7. Continually draw “gang signs/names” on their possessions such as notebooks, textbooks, etc.

HARRASSMENT OF A SCHOOL OFFICIAL WHILE OFF CAMPUS/OFF DUTY JIC, ARS 15-507

A student who, out of retaliation or vengeance, physically or verbally assaults a teacher who is not on school property may be criminally charged as well as be suspended or expelled from school.

HAZING, VERBAL ABUSE JICFA, ARS 15-2301

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

Definitions

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

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

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

Directions

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

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

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

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

Reporting/Complaint Procedures

Students and others may report hazing to any professional staff member. Professional staff members must report the incident to the school administrator or next higher administrative supervisor, in writing, with such details as may have been provided. A failure by a staff member to timely inform the school administrator or next higher administrative supervisor of a hazing allegation or their observation of an incident of hazing may subject the staff member to disciplinary action in accord with District policies. The staff member shall preserve the confidentiality of those involved, disclosing the incident only to the appropriate school administrator or next higher administrative supervisor or as otherwise required by law. Any instance of reported or observed hazing which includes possible child abuse or violations of statutes known to the staff member shall be treated in accordance with statutory requirements and be reported to a law enforcement agency.

A person who complains or reports regarding hazing may complain or report directly to the school administrator or to a professional staff member. The professional staff member receiving the report/complaint shall retrieve sufficient detail from the person to complete the form designated for such purpose. At a minimum the report/complaint shall be put in writing containing the information on the complainant and such specificity of names, places, and times as to permit an investigation to be carried out. When a professional staff member receives the information, the staff member will

transmit a report to the school administrator or supervising administrator not later than the next school day following the day the staff member receives the report/complaint.

The report/complaint will be investigated by the school administrator or a supervising administrator. The procedures to be followed are:

- An investigation of the reported incident or activity shall be made within ten (10) school days when school is in session, or fifteen (15) days during which the school offices are open for business when school is not in session. Extension of the time line may only be by necessity as determined by the Superintendent.
- The investigator shall meet with the person who reported the incident at or before the end of the time period and shall discuss the conclusions and actions to be taken as a result of the investigation. Confidentiality of records and student information shall be observed in the process of making such a report.
- The investigator shall prepare a written report of the findings and a copy of the report shall be provided to the Superintendent.

All violations of this policy shall be treated in accordance with the appropriate procedures and penalties provided for in District policies related to the conduct and discipline of students, staff, and others.

LOITERING ARS 13-2905(5)

A person who is present in or about a school building or grounds after a reasonable request to leave; a person not having any reason or relationship of custody, responsibility for a student, or other legitimate reason to be there; a student from another school on campus without permission. All violations will be dealt with through appropriate law enforcement agencies.

MISUSE OF THE INTERNET OR OTHER ELECTRONIC EQUIPMENT

IJNDB, IJNDB-E

Any misuse of school district electronic equipment, including the internet, that is not part of a curriculum assignment is strictly prohibited and will be considered a zero-tolerance status. Students are required to sign a Computer Use Agreement at the beginning of each school year, and the consequences for violation of this Use Agreements may include loss of credit and/or loss of privileges, suspension or expulsion.

PUBLIC DISPLAY OF AFFECTION (PDA)

There are reasonable standards of decorum and propriety that are expected in a school environment. Displays of public affection that would exceed “reasonable standards” include prolonged or intense hugging and/or kissing; inappropriate fondling or touching; continued displays after a warning from a teacher, administrator, or other school staff; and any form of display in a classroom setting or on school transportation.

ROBBERY OR THEFT JIC1

Taking or concealing property that belongs to others. Consequences may include suspension from school and notification of law enforcement officials.

SEARCH AND SEIZURE JIH

School employees may conduct searches when they have reason to suspect that the health, safety, and welfare of students may be in danger. Searches of school property may be conducted at any time when there is reasonable cause that there is a violation of school rules or law. **A drug dog may conduct these searches.** This search may include, but is not limited to: school lockers, personal items (book bags, purses, vehicles) or any other personal property on school property. The search of school property may be made without the student being present. Any illegal items will be seized.

SEXUAL MISCONDUCT / HARASSMENT ACA

Unwelcome sexual advances, requests for sexual favors, and other verbal, visual or physical conduct of a sexual nature. This type of behavior is taken very seriously and will result in severe punishment as well as referral to law enforcement.

SIGN-OUT PROCEDURES

A student may sign out to leave campus during the school day **ONLY IF:**

1. A parent/guardian/adult listed on the student's Emergency Information Form comes in person to sign the student out;
2. A student is ill, and the nurse or administrator obtains permission from parent/guardian or authorized person on the Emergency Form;
3. A parent/guardian has made a prior request by telephone or a note is presented to the Admin Office. A note must include a phone number for verification. Phone calls are subject to verification if requested;
4. A verifiable appointment card for medical or dental treatment, or a court summons, is presented;
5. The student is over 18 years of age and responsible for himself/herself.

A parent sign-out does not necessarily mean the absence will be excused.

NOTE: Students who fail to check out will be considered UNEXCUSED and subject to disciplinary action even though the absence may be for acceptable reasons.

SKATE BOARDING ON DISTRICT PROPERTY JICB

Skateboards are not allowed on district property. Due to property damages, loitering, and possible financial liability for the district, skate boarding is prohibited.

STUDENT CONCERNS, COMPLAINTS, AND GRIEVANCES JII-EB

Students may present a complaint or grievance regarding one (1) or more of the following:

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

Provided that:

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

The guidelines to be followed are:

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

Any question concerning whether the complaint/grievance falls within this policy shall be determined by the Superintendent. Complaints by junior high or high school students may be made by the students or their parents on their own behalf. A parent or guardian shall initiate the complaint process on behalf of an elementary or mid school student.

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

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

STUDENT VISITORS

RVHS students are not allowed to bring student visitors to school with them without permission from the Administration. Visitors are discouraged because of the disruption it causes in the classroom and in no case will a Visitor Pass be issued for more than one day. A student visitor must sign in at the Admin Office and a Student Visitor Pass issued.

STUDENT WITHDRAWAL TO AVOID DISCIPLINARY CONSEQUENCES ARS 15-843(E)

When a student withdraws from school to avoid disciplinary action and then wishes to re-enroll at a later date, the disciplinary consequences must still be fulfilled upon admittance to school. Failure to comply will result in non-admittance to school.

SUBVERSIVE THREATS/ACTIVITY ARS 13-2911. ARS 15-841

A student shall not threaten to destroy, damage, or harm school property or persons. This includes threatening to use any device of a violent, harmful, destructive nature such as bombs or any type of weapon. Endangerment where panic causes a risk of physical injury is prohibited. Suspension or expulsion may be invoked.

SUSPENSION (Off campus)

A student suspended off-campus may not enter any district property during the suspension, including athletic contests, dances, etc., unless authorization is arranged through the appropriate school administration. Assignments will be requested from teachers and may be picked up from the admin office at the end of the first day of suspension. Assignments will be expected to be completed and turned in **NO LATER** than the day the student returns to classes if he/she expects credit for the assignment.

TARDY CONSEQUENCES

If a student is tardy to a class, he/she should report directly to the class. The teacher will enter the student's tardy in their grade book and in School Master. The student will lose 5 points per tardy. On the third tardy, the teacher will warn the student and contact the parent. that they will be referred to the Office on the 4th tardy.

On the 4th and subsequent tardies, the teacher will send a Discipline Referral to the Administration:

THREATENING / INTIMIDATING ARS 13-2911, JK

Statements and/or actions which intimidate or injure another person. This includes texting on cell phones, telephone calls, and/or written communication.

TOBACCO USE JICG

The use, distribution or possession of tobacco of any kind is prohibited in the following locations: in school buildings, on school grounds, on school parking lots, on school playing fields, in school buses and other District vehicles, at off-campus school sponsored events.

TRUANCY; TARDIES; DITCHING JHB

Failure to attend, or arriving late to class. *Habitual Truancy is defined as five or more unexcused absences from any class or activity scheduled as part of the regular school day, including NAVIT, and will result in disciplinary action which may include referral to the Juvenile Court system.*

VANDALISM OR DAMAGE TO SCHOOL PROPERTY JIC, JICB

Students shall not vandalize or otherwise damage or deface any property belonging to or used by the district. This policy also pertains to damaging, vandalizing, or defacing property of other schools. Parents or guardians of students guilty of damaging school property **shall be financially liable for damages** in accordance with the law.

WEAPONS JICI

A student shall not go on district property with a firearm, explosive weapon (including ammunition), or knife unless there is authorization from the administration. Students are prohibited from bringing to school or school related activities, any objects that could be considered weapons or used as a weapon. Weapons include, but are not limited to: fireworks of any kind, any form of rifle, gun, pistol, toy guns etc., razors, knives, clubs, bats, nightsticks, oriental wooden or metal devices, metallic knuckles, chains, any chemical dispensing device such as mace, pepper spray, etc., pellet guns, BB guns, tasers, or E.C.D. (electronic control device). Any object used in a way that threatens to inflict bodily injury on another person.

OTHER PROHIBITED ITEMS: Any device that may cause damage or injury including but not limited to: **laser lights**, water balloons, water guns, paintball guns, etc.

GUIDELINES FOR CODE OF CONDUCT INFRACTIONS

CATEGORY I VIOLATIONS: (includes but is not limited to the following)

Automobile Violation	Lying
Bus Code Violation	Tardies
Disrespect of School Employees	Lying
Disruption of Class	Violation of Cell Phone Policy
Inappropriate Public Display of Affection	Violation of Dress Code

<Any of these infractions may be considered Category II depending upon the nature and severity of the offense>

CATEGORY II VIOLATIONS: (includes but is not limited to the following)

Academic Dishonesty	Forgery	Misuse of Internet
Bullying/Cyberbullying	Gambling	Possession/Use of Tobacco
Defiance of Authority	Hazing/Verbal Abuse, especially anything of a racial nature	Provoking a Fight
Disorderly Conduct	Inappropriate Use of Cell Phone Capabilities	Serious Bus Violations
Disrespect of School Employees(Flagrant)	Loitering	Skate Boarding on School Property

CATEGORY III VIOLATIONS: (includes but is not limited to the following)

May involve Police * Will involve Police

*Arson	Harassment of a School Official/ Employee On or Off Campus	Racial Slurs
Burglary	Obscene Behavior	Robbery or Theft
Criminal Trespass	*Possession/Use/Under the Influence of Alcohol, Drugs, or Drug Paraphernalia	*Sexual Misconduct/Harassment/ Subversive Threats or Activity
Disorderly Conduct (Flagrant)	*Possession of Explosives on Campus	Truancy
Extortion/Coercion/Blackmail	*Possession of Weapons on Campus	Vandalism
Fighting/Assault		
Gang Activity		

CONSEQUENCE GUIDELINES

CATEGORY I	CATEGORY II	CATEGORY III	CONSEQUENCE
First Offense			Lunch Detention; In-House Suspension; Saturday School
Second Offense	First Offense		Saturday School; In-House Suspension; Off-Campus Suspension 1-3 days Loss of privileges until served (e.g. dances, events etc.)
Third Offense	Second Offense		Suspension 3-5 days Loss of privileges until served
Fourth Offense	Third Offense	First Offense	Suspension, up to 10 days/or Long Term Suspension/Expulsion
Fifth Offense	Fourth Offense	Second Offense	Suspension, up to 10 days/or Long Term Suspension/Expulsion

Chronic No Shows to lunch detention will result in an in-house suspension or Saturday school. Suspension days will be served directly following the completion of the administrative process. Conflict Management, Substance Abuse, and/or other counseling may also accompany the above consequences if deemed necessary.

NOTE: The Administration may also require that the parent “shadow” their child at school. The Administration has the discretion to act upon any violation (Categories I, II, III) in a way that is deemed appropriate by the Administration/Law Enforcement. The above consequences are simply a guide and may vary when administering a consequence. **Failure to complete assigned disciplinary consequences may result in out-of-school suspension or recommendation for expulsion.**

Occasionally situations arise that may require review and possible change of a school policy during the course of the school year. The Administration reserves this right if it is required to preserve the safety and welfare of our students or to rectify a situation that is prejudicial to the orderly operation of the school. Students and parents will be apprised of any changes.

I have received a copy of the Round Valley High School **CODE OF CONDUCT GUIDELINES FOR STUDENT BEHAVIOR**. I certify that I have read and understand the rules pertaining to discipline and consequences. I also certify that I have read and understand the rules pertaining to attendance requirements and credit appeal process.

I understand it is my responsibility to take a copy of the handbook home to my parents for review and signature. I also understand that failure to bring this signature page, completed and signed, back to the Administration Office by the end of the second week of school will result in disciplinary action.

I have read and understand the consequences which may result from violations of this handbook and District policies.

Print student name

Signature of student

Grade level

Today's date

Print Parent/Guardian Name

Signature of Parent/Guardian

Date

STUDENT ACCOUNTABILITY SYSTEM

In addition to our standard Student Code of Conduct, we utilize a point system to identify and address students who are continually disruptive to the educational process of the school or fail to appropriately respond to behavioral guidelines.

A point value is assigned to each infraction according to the classification of the offense.

Category I Infractions – 5 points

Category II Infractions – 15 points

Category III Infractions – 50 points

When a student attains **50** points the following will occur:

- Student is required to report to lunch detention each day until they have received approval from administration for their community service requirement to reduce their point total below 50. In addition the student will lose privileges to participate in school activities, this includes all extracurricular and co-curricular activities, if they do not perform the community service as agreed upon; included but not limited to field trips, assemblies, clubs, dances, graduation , and all other school activities.

When a student attains **100** points the following will occur:

- 3 days in-school suspension. Any subsequent occurrence (when a student surpasses the original 100 points) 5 days in-school suspension.

When a student attains **150** points the following will occur:

- 10 days in-school suspension or off-school suspension. Recommendation to the Board of Education for Long-Term Suspension/Expulsion or be subject to the terms of a Student Behavior Contract.

A student may reduce their attained point total by performing approved community service activities. One (1) hour of community service will be equal to **5 points**. Students must complete a Community Service Request with approval from the administration prior to completing the service. A maximum of 100 community service points may be utilized during a single school year for the purpose of minimizing disciplinary consequences.

This procedure will not preclude the administration from suspending a student for severe and/or continuous infractions.