

ANDRADA HIGH SCHOOL

Pathways to Success



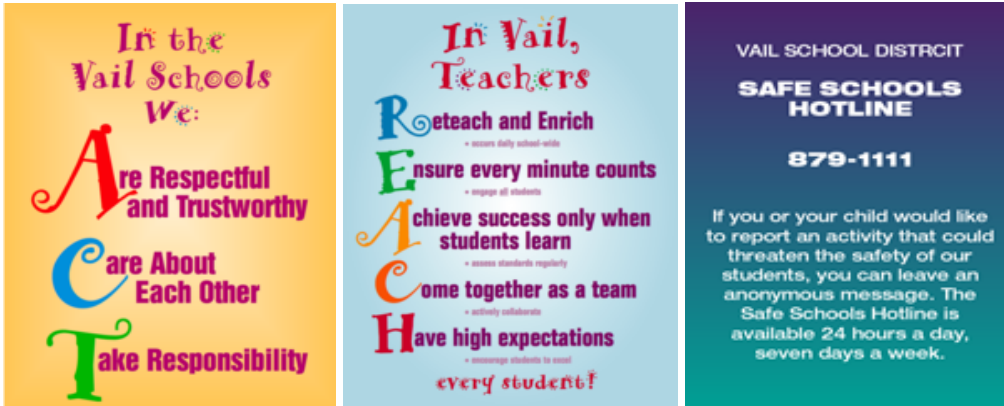
GO MAVERICKS!

Student Handbook

Principal – Geoff Parks
Assistant Principal – Rod Carrier
Assistant Principal – Becky Johnson
Office Manager – Cathy Ochoa

TABLE OF CONTENTS

VSD Mission Statement, Guiding Principles and Governing Board Members	3
APHS Mission Statement and Bell Schedule	4
APHS Code of Conduct/MAVS ACT	5-6
Overview of Policies: Pathways, Dress Code, Attendance, Bus Rules, etc	7-14
Academic Policies: Schedule Changes, GPA, Class Rank, Reteach, Graduation, etc	15-21
Technology Information	21-22
Social Media Guidelines	22-24
Athletics/Extracurricular Policies	25-31
Raising Expectations	32
Calendar	33
Vail School District and Schoology	34-35
Governing Board Policies: Visitors, Hazing, Sexual Harassment, FERPA, etc	36-43



Vail Unified School District no. 20
Where education is a community effort

VAIL SCHOOL DISTRICT MISSION STATEMENT

It is the mission of the Vail School District to provide parents with safe and nurturing school communities where their children can obtain quality education.

DISTRICT ADMINISTRATION

John Carruth, Superintendent
 Kevin Carney, Assistant Superintendent
 Debbie Penn, Deputy Superintendent

VAIL SCHOOL DISTRICT GOVERNING BOARD

Allison Pratt–President, Callie Tippett–Clerk, Jen Anderson, Ed Buster, and Chris King

VAIL’S GUIDING PRINCIPLES:

- Our schools are communities of learners.
 - We care about students.
- One of our highest priorities is keeping class sizes small.
 - We are committed to fiscal responsibility.
 - We are responsible to our local community.
 - We respect parents and their values.
- Small schools are the best places to develop caring communities of learners.
 - We believe learning extends well beyond the classroom.
- We uphold traditional values such as respect, personal and social responsibility, honesty and hard work.
 - We are continually improving.
 - We value our employees.

Notice of Nondiscrimination

Vail Unified School District #20 does not discriminate on the basis of race, color, national origin, sex, age, religion, or disability in admission or access to, or treatment or employment in, its educational programs or activities. Inquiries concerning Title VI, Title VII, Section 504, and Americans With Disabilities Act may be referred to the Superintendent, John Carruth at carruthj@vailschooldistrict.org or 520-879-2003 or Assistant Superintendent and Title IX and Section 504 Coordinator, Kevin Carney at carneyk@vailschooldistrict.org or 520-879-2005.

Andrada Polytechnic High School

Mission Statement and Guiding Principles

It is the mission of Andrada Polytechnic High School to empower students with real-world experiences that provide them ownership in their pathway to college and career.

At Andrada:

- Our small community fosters strong connections between our staff and students.
- Our students plan for their future through career-focused, academic pathways.
- Our academic success is enriched through rigorous expectations and hands-on experiences.
- Our school culture is founded on encouraging an atmosphere of mutual respect and valuing individuality.
- Our students are given opportunities to make responsible choices preparing them for life after high school.

Andrada Polytechnic Maverick Bell Schedules 2023-2024

Regular Schedule			
Zero Hour	7:40--8:40	60 Minutes	Monday--Thursday
Period 1	9:00--9:55	55 Minutes	w/ announcements
Period 2	10:00--10:50	50 Minutes	
<i>MavTime</i>	10:55--11:25	30 Minutes	
Period 3	11:30--12:20	50 Minutes	
Period 4	12:25--1:15	50 Minutes	
Lunch	1:15--1:50	35 Minutes	
Period 5	1:55--2:45	50 Minutes	
Period 6	2:50--3:40	50 Minutes	

Half Day Schedule			
Zero Hour	7:40--8:40	60 Minutes	Monday--Thursday
Period 1	9:00--9:40	40 Minutes	w/ announcements
Period 2	9:45--10:20	35 Minutes	
Period 3	10:25--11:00	35 Minutes	
Period 4	11:05--11:40	35 Minutes	
Period 5	11:45--12:20	35 Minutes	
Period 6	12:25--1:00	35 Minutes	

Finals Schedule			
Dec 20, May 21			
Zero Hour	7:40--8:40	60 Minutes	
Period 3	9:00--11:00	120 Minutes	w/ announcements
Period 4	11:05--1:00	115 Minutes	

Dec 21, May 22			
Zero Hour	7:40--8:40	60 Minutes	
Period 2	9:00--11:00	120 Minutes	w/ announcements
Period 6	11:05--1:00	115 Minutes	

Dec 22, May 23			
Period 1	9:00--11:00	120 Minutes	w/ announcements
Period 5	11:05--1:00	115 Minutes	

Special Event Schedule			
Zero Hour	7:40--8:40	60 Minutes	
Period 1	9:00--9:55	55 Minutes	w/ announcements
Period 2	10:00--10:45	45 Minutes	
Special Event Assembly	10:50--11:40	50 Minutes	
Period 3	11:45--12:30	45 Minutes	
Period 4	12:35--1:20	45 Minutes	
Lunch	1:25--2:00	35 Minutes	
Period 5	2:05--2:50	45 Minutes	
Period 6	2:55--3:40	45 Minutes	

Spirit Day Schedule (Fridays ONLY)			
Period 1	9:00--9:55	55 Minutes	w/ announcements
Period 2	10:00--10:45	45 Minutes	
Period 3	10:50--11:35	45 Minutes	
Period 4	11:40--12:25	45 Minutes	
Spirit Assembly	12:30--1:20	50 Minutes	
Lunch	1:25--2:00	35 Minutes	
Period 5	2:05--2:50	45 Minutes	
Period 6	2:55--3:40	45 Minutes	

Senior 2nd Semester Finals	
May 13, 14, & 15th (Senior Grades Due by 4:00 pm on May 15th)	

Students will not be allowed on campus before 7:30 a.m. or after 4:00 p.m. without a pre-arranged school activity or zero hour class.

ANDRADA CODE OF CONDUCT

Level 1: 1 Point

Dress code infractions
Excessive tardies
Inappropriate behavior
Using profane or vulgar language (1st offense)
Inappropriate use of technology (1st offense)
Excessive PDA (public display of affection)
Ditching (1st offense)
Possession of matches/lighter
Unsafe driving
Leaving class without permission

Minimum Consequences

1-3 Lunch Detention/MapTime Detention
1-3 After School Detention
1-3 Days In-School Suspension

Level 2: 2 Points

Disrupting the educational environment
False reporting (1st offense)
Inappropriate use of technology (repeated)
Possessing obscene materials
Cheating/Plagiarism/Dishonesty
Minor aggressive act/creating conflict
Cyberbullying/Bullying (1st offense)
Vandalism
Defiance/uncooperative behavior
Discriminatory language/behavior including: race, religion, sexual orientation (1st offense)
Ditching (repeated)

5 After School Detentions
3-5 Days In-School Suspension

Level 3: 3 Points

False reporting (repeated)
Leaving school without permission
Intimidation towards students
Sexual harassment (1st offense)
Sexual misconduct (including through social media/cell phone)
Shaming
Inappropriate or vulgar language directed at a staff member
Creating a physically hazardous condition
Destruction of property (*must pay for the cost of repair*)
Taking/posting a picture or video of someone without permission

3 Days Out-of-School Suspension
Saturday School

Level 4: 4 Points

Criminal intent
Theft (more than \$100 value, law enforcement **WILL** be notified)
Gang activity/gang affiliation (Gang unit may be notified)
Hazing/Intimidation
Cyberbullying/Bullying (Documented/repeated)
Fighting OR provoking/instigating a fight (*physical altercations, law enforcement WILL be notified*)
Selling, using, possessing or distributing tobacco or nicotine
(e-cigarettes/vapes, hookah, patches, smoking or chewing of any kind)
and *mimicking substitutions*
Discriminatory language/behavior including: race, religion, sexual orientation (Repeated)

5 Days Out-of-School Suspension
Law enforcement may be notified

Level 5: 5 Points

Selling, using, possessing, or distributing alcohol, drugs, prescription drugs, other controlled substances or any mimicking substitutions or paraphernalia
Threats/intimidation towards staff members
Selling, using or possessing weapons, simulated weapons, fireworks or other dangerous items
Committing a crime
Creating a danger to the educational environment

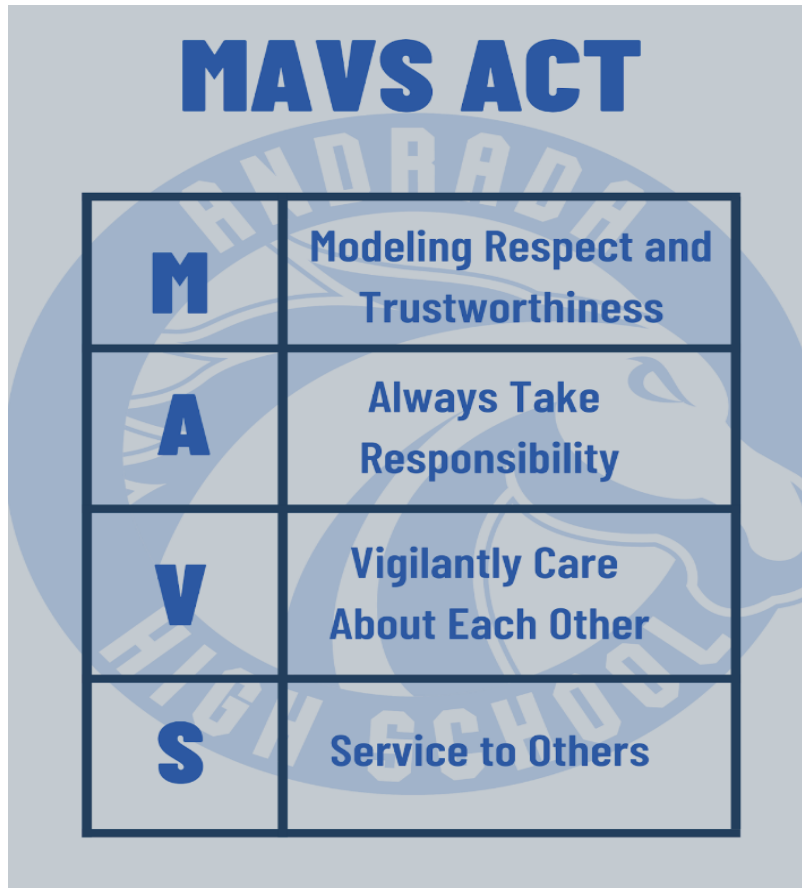
**10 days out-of-school suspension pending long-term hearing
Law Enforcement WILL be notified**

- Discipline points and consequences are determined at Administration’s discretion dependent on the severity of the situation. Repeated code of conduct violations may result in an increase in consequences.
- Each infraction will result in a point value based upon the category.
- If a student accumulates more than a total of 6 points during any one school year, the student may be suspended for 10 days pending a long-term suspension hearing (LTH); the administration may recommend a long-term suspension.

Unsafe driving may result in the loss of parking privileges at the discretion of administration as well as in-school consequences.

- 1st Offense: 2 days loss of parking privileges
- 2nd Offense: 5 days loss of parking privileges and referral to the Tucson Police Department
- 3rd Offense: Parking privileges revoked for the remainder of the school year

Parking without a parking pass will result in booting of your vehicle for 1st offense. After the 1st offense, the vehicle will be referred for towing. Retrieving the vehicle from towing impound will be at owner’s expense.



Andrada Polytechnic High School

Andrada offers an innovative high school experience. We are committed to your success, not only over the next four years, but also beyond high school as you move into college and a career.

Pathways

All Andrada students are required to choose a Pathway to study beginning in 10th grade and under certain situations in 9th grade. The Pathway choices are Medical Assisting, Veterinary Assisting, Behavioral Health & Psychology, Transportation Technologies, Transportation Collision Repair, Engineering, Cybersecurity, and Fine Arts. Over the next three to four years while students take their core classes and elective classes, students also take one Pathway class. When students graduate, they will have a certification and the knowledge and skills necessary to continue their post-secondary education and/or begin a career in the field they chose. All students who attend Andrada are expected to be enrolled in and complete a Pathway.

MavTime

As part of our commitment to getting students college and career ready, we create intentional opportunities for students to practice skills they will need in their future. As long as students are in good standing, they can participate in these freedoms and enrichments during MavTime. Students who have a D or an F in a class will attend tutoring, targeted intervention or reteach (if proficient score is not obtained on formatives/benchmarks). Students who are at grade level and maintaining good academic standing will be allowed to participate in enrichment learning, extra-curricular meetings, tutoring/homework assistance, etc. Students must attend a MavTime offering with a staff member present. Students are not allowed to be in an unsupervised area such as the commons, amphitheater, etc.

Dress Code

At Andrada Polytechnic High School, it is our goal to guide students and teach them how to be leaders. A component of learning to be a leader is learning to present oneself in the appropriate manner for a time and place, while learning to properly express one's personality and style. Andrada Polytechnic High School respects the students and their rights to express themselves, while maintaining the expectation that all students will dress in a manner that is appropriate for the school day and/or specific class.

The primary responsibility for a student's attire resides with the student and their parent(s) or guardian(s). We rely upon parents' good judgment and discretion as to what your student should wear to school. The school district is responsible to ensure student attire does not interfere with the health or safety of any student, in addition to ensuring attire does not contribute to a hostile or intimidating atmosphere for any student, and the dress code enforcement does not reinforce or increase marginalization or oppression of any group based on race, sex, gender identity, gender expression, sexual orientation, ethnicity, religious cultural

observance, household income, or body type/size. Any restrictions to the way a student dresses must be necessary to support the overall educational goals of the school and must be explained within the dress code.

Student attire should be appropriate for the school environment and should not disrupt the educational process. Symbols and words depicting sex, drugs, alcohol and/or weapons as well as gang-related clothing including bandanas are not allowed at school. Costumes and costume accessories are only permitted on designated dress up days and spirit days. Additionally, clothing must not expose the stomach, chest, or buttocks.

Andrada Polytechnic High School staff will discreetly and consistently maintain the expectations for students regarding the dress code. Any student out of dress code will have three options.

- If available at school, the opportunity to use their own alternative clothing.
- Students will be provided with temporary school clothing to be dressed more to code for the remainder of the day.
- If necessary, a student’s parent may be called during the school day to bring alternative clothing for the student to wear for the remainder of the day.

Faculty and administration of Andrada High School reserve the right to make the final decision as to the suitability of any attire and to decide when attire violates school code. For repeated dress code violations, a parent meeting may be scheduled to discuss an improvement plan and student consequences. The safety of our students is a priority.

Dress Code Guidelines

MUST be worn:	<p>Clothing that covers a student from armpit to armpit and down to at least mid-thigh. Clothing which covers genitals, buttock, chest, belly and breast.</p> <ul style="list-style-type: none"> • Bottoms • Tops • Shoes • Undergarments
MAY be worn:	<ul style="list-style-type: none"> • Face Coverings for health protective purposes • Hats/headwear • Fitted pants (opaque leggings, yoga pants, skinny jeans) • Sweatpants; shorts; skirts • Dresses • Minimal midriff-baring shirts (<u>no more than 1” (2 fingers) above the belly button may be visible when the hand is raised. Not visible when arms are down.</u>) • Ripped jeans, as long as underwear is not exposed • Tank tops, spaghetti strap tops • Spirit Day attire including pajamas & slippers and only when administration has permitted the specific Spirit Days (No Costume Attire, Unless a Spirit Day)

<p>CANNOT be worn:</p>	<ul style="list-style-type: none"> • Bandanas • Masks covering the entire face where students cannot be recognized. • Tube Tops • Transparent or Mesh clothing that makes visible undergarments, genitals, buttock, chest, belly and breast. • Any item deemed a disruption to the educational environment - Accessories, tattoos, clothing, etc. that depict, contain, or imply: - Violent language or images <ul style="list-style-type: none"> ○ Weapons ○ Illegal activities ○ Gang-related activities ○ Hate speech ○ Profanity ○ Pornography, sexual words or content ○ Drugs or alcohol ○ Lewd behavior • Underwear or bathing suits of similar design are not to be visible. However, waistbands or straps on those undergarments worn under clothing are not a violation.
---------------------------------------	---

Student Attendance Policy

Regular attendance is an important element for success and is the responsibility of the parents/guardians and the students. It is unlawful for a child who is at least six but not yet sixteen years of age to fail to attend school during the hours that school is in session, unless such child is excused pursuant to:

- A.R.S 15-802 verifiable records are kept of the reasons for the excuse from the duties prescribed.
- A.R.S. 15-901 for children with disabilities.
- The child being provided instruction at home.
- The child being accompanied by a parent or a person authorized by a parent.

Attendance Records

Each time a class meets, the teacher shall check and formally record the attendance of all students assigned to the class. The name of any absent student shall be entered on the attendance report and be submitted to the office.

Attendance Procedures

1. Students shall be in physical attendance in the classrooms in which they have been assigned. Students will be counted absent on a period-by-period basis whenever they are not physically in attendance.
2. Students will be considered absent from a class if they **miss more than ten minutes** of a class.
3. Students may not leave during the school day without first checking out through the attendance office. This includes during lunch, time between zero hour and the next class of the day, and *Mav Time*. Once a student arrives they may not leave campus until their scheduled classes are complete. It is the responsibility of the parents/guardians to give permission by note

or phone call, prior to a student leaving campus.

4. **Students who leave campus cannot return without a doctor's note or note/phone call from a parent.**

Absences

Parents/guardians need to contact the school attendance clerk in the event the student is going to miss class. When a student returns to school after an absence, a note of explanation from the parent must be submitted or a phone call received within two days following an absence. A doctor's statement regarding student illness will be accepted in place of a parent/guardian note. If verification is not received within the two-day period, the absence is recorded as unexcused. Student absences must be reported to the attendance office by a parent. The attendance office number is (520) 879-3303. Students are responsible to see teachers for work missed during any absence. Students may be in danger of losing credit on assignments if they do not make up for missed work. **A teacher will not accept work missed during an unexcused absence.** **Andrada is a closed campus. Students are not able to sign themselves out to leave for lunch.**

Eighteen-Year-Old Student Policy

The Vail School District's Mission Statement is to provide parents with safe and nurturing environments for their children. This does not end when a student reaches the age of 18. The school will continue to communicate with parents until such time as an adult student **provides evidence** that they are living independently on their own. At such time the school **will notify parents** of its intent to work solely with the student, if the student has made such a **request in writing**.

Tardy Policy

Being late to class will result in a consequence. If you have been detained in the office or by a teacher, it is your responsibility to ask for a pass to your next class (this includes at the beginning of the day). Students late to class without a pass from another teacher or the office will be marked as an unexcused tardy.

- **Every unexcused tardy** will result in an automated email/call home to parents
- **Every unexcused tardy** may result in loss of points for bellwork assignment(s) or professionalism points
- **Every unexcused tardy** may result in before school, MavTime, lunch, and/or after-school detention through the teacher of that class
- **Excessive unexcused tardies** in any one period and/or a cumulation of multiple periods may result in a teacher and/or administrative referral, follow progressive disciplinary procedures with an accumulation of disciplinary points, and attend Saturday School.

Loss of Graduation Credit

Students who are absent 12 or more times from any one class (excused or unexcused, school related absences do not count such as field trips, suspensions, etc.) per semester will not

receive credit for that class. Students are issued NCs. Students can appeal loss of credit (still may not earn CTE certification) at the end of each semester through the appeal committee. Refer to the **Raising Expectations** document at the end of the handbook. High school administration and staff encourage students to be active in various activities, sports, and clubs associated with the school. Because of this emphasis, it would be contradictory to have a student's grade status lowered based on his/her excused absences due to school-related activities. Students will not be denied points, nor be denied make-up work, for absences due to athletics and activities.

Appeal Process

A student may appeal loss of credit. In order to be eligible for an appeal, the student must attend **Saturday School** (offered once a month) as their absences accumulate according to the Saturday School Requirements (see *below*). If after attending Saturday School, there are extenuating circumstances beyond the control of the student, an appeal committee composed of one administrator and at least one other staff member will hear the appeal. Appeals should be made in person to the committee. Additional work and/or hours may be required of the student to gain credit if the appeal is granted. Appeals will be scheduled after winter break for the fall semester and after May 1st for the spring semester. The appeals process should be completed within 10 days of the start of the following semester. If the committee has verified that extenuating circumstances exist, the loss of credit may be waived.

Saturday School

Any student who has excessive absences and/or tardies will be assigned Saturday School. Saturday School will be held once a month at Andrada High School from 10:00 am –1:00 pm. To be eligible for an attendance appeal to receive credit, any student has 13-17 absences (excused or unexcused) they must attend 2 Saturday School Days, any student with 18-22 absences must attend 3 Saturday School Days, and any student with 23+ absences must attend 4 Saturday School Days in the semester. In addition, any student that has accumulated excessive unexcused tardies in any one class period will be assigned Saturday School. In Saturday School, students will be assigned work missed and additional work from classes affected by their absences or tardiness. If students are not productive with classwork, they will be assigned beautification work around the campus during their time in Saturday School.

Health Office

According to Vail School District Board policy, there must be written permission from the parent to allow the school or the student to administer the medicine. Appropriate forms are available from the school health office. The medicine must come to the school office in the prescription container or, if it is over-the-counter medication, in the original container with all warnings and directions intact. You can also sign into PowerSchool and access School Care and give consent for over-the-counter medication usage at the school

When an accident occurs on campus or a student becomes ill they should report to the health

office with permission from their teacher. A student should not leave campus without reporting their illness or accident to the health office. It is the health aide's responsibility to notify the parents or guardians.

I.D. Cards

Students will be issued a Digital ID through an app (*Minga*) on their phone. There is a \$5 charge for the initial issuance of the digital ID (but there will be no need for a replacement ID as they are digital). Students must show their ID when they are out of class to any adult who asks. All students must have either a digital ID or a hard copy ID if they do not have a phone. Digital IDs will be used for identification purposes, passes, lunch purchases and to check out library books. Students are required to show ID before boarding the school bus. Students who do not have a cell phone will be issued a physical ID card, but they must notify security that they need one printed. **Students cannot leave campus early without SHOWING SECURITY THEIR ID THAT STATES THEY HAVE EARLY RELEASE.**

Theft/Vandalism

The Vail School District is not responsible for the loss or theft of any property belonging to a student or any other person when such property is brought onto or left on the Andrada campus. Theft and vandalism should be reported immediately to a staff member.

Parking Policy

To drive and park at Andrada High School, you must be a junior or senior and be able to show proof of insurance, registration, and a valid driver's license. Vehicles must be registered and legal for street use. You are expected to drive on campus with courtesy and good sense. Driving privileges may be revoked for speeding and/or for reckless and/or inconsiderate driving. An APHS Vehicle Parking Permit (\$20) can be purchased from the bookstore. Limited spaces are available so passes are sold on a first come, first served basis. Each student must show his or her license, registration, and proof of insurance to receive the parking permit. A hard copy of the student's registration and insurance along with a parent signature on the vehicle registration form must be provided at the time of purchase. Students are to park in the back student lot only. The school will not be responsible for any damages incurred to vehicles while parked in the school lot. If a car is booted for breaking the parking policy, a student will be charged \$15 to have the boot removed and/or be towed at the cost of the registered owner. Students will be required to complete the parking permit safety requirements by January in order to retain their permit (form is issued to you when you are issued your permit). If they do not complete the requirements then their permit will be revoked and will not be issued a refund.

Cell Phone/Ear Bud Use

Cell phones may be used before and after school, during lunch, and during passing time between classes. Cell phone use during class time is not allowed unless expressly permitted by the teacher. Cell phones should be secured, not left out on desks or otherwise unattended.

Ear Buds are not to be worn during class unless express permission is given by the teacher.

Guest Passes

Andrada Polytechnic High School welcomes parents, but we request that all parents provide notice in advance of visitation and sign in and obtain a visitor's pass from the Front Office. If a parent would like to attend classes with their student, at least 24 hour prior notice must be given and permission by each class period teacher. Students should not invite a guest to attend the school day. Under extenuating circumstances, Administration may grant permission prior to a visit. Students who are shadowing need permission before completing their hours.

Communication with the School

In order to help meet the needs of our students, it is essential that parents and the school make every effort to communicate. We will work to meet this need by sharing our procedures and by encouraging parent-teacher communication. It is of equal importance that parents keep teachers informed of any concerns, which might influence the student's performance at school. Our main form of communication with our parents is via email. If you make any changes to your email address, please contact our registrar as soon as possible. If you have any questions please do not hesitate to contact us by telephone at 879-3302 or e-mail staff through the Andrada website at <https://aphs.vailschooldistrict.org/> **Please check PowerSchool and Schoology frequently for updates on grades and/or assignments.**

School Safety Terminology and Practices

Shelter in Place – Occurs when NO movement throughout our campus but teaching and learning continue. Shelter in Place should not alarm students, staff, or parents. Shelter in Place is simply part of a process where APHS Administration and authorities are investigating a potential situation and we need to limit movement across the campus.

Lockdown – Students and staff are instructed to lockdown, barricade doors, and remain quiet. There is NO movement, no noise, and no classroom instruction.

Evacuation – Students and staff simply evacuate all buildings and exit to the perimeter of our school campus.

Animals on Campus

Andrada High School will follow the Vail School District policy, ***IMG Animals in Schools***, in regards to animals on campus. Students will not be allowed to bring animals on school grounds, unless it is a registered service animal with a documented need. The community and/or staff may bring animals on campus, only in connection with the veterinary assistance program, with prior approval from veterinary teacher and principal, and submitting updated shot records prior to the animal on campus.

Bus Rules

To ensure safe and orderly transportation for all students these rules must be consistently followed:

- Students will comply with directions from the driver or any adult assisting the driver.
- Students will conduct themselves in a manner which will not distract the driver 's concentration or endanger the safety of anyone riding the bus.

Prohibited Items on the Bus

- large or glass objects
- knives, sharp objects
- animals (dead or alive)
- rubber bands/paper clips
- drugs, alcohol, tobacco products, e-cigs

Prohibited Behavior on the Bus

- obscene language and gestures
- loud talking/yelling
- switching seats
- gum chewing
- hitting/fighting

Should you have any concerns regarding transportation, please call the Transportation Department at 879-2475.

Andrada Polytechnic High School Academic Policies

Andrada seniors must be enrolled in at least 5 courses. All other students must be enrolled in 6 courses. In order to be best prepared for college, we strongly recommend that all students take a full course load of 6 classes their senior year.

Students taking a reduced schedule must meet the requirements to be considered a full-time student. These students must enroll in at least 5 Andrada courses. No more than 1 of the 5 can be a JTED/CTE course. Students may be required to stay on campus to complete credit recovery if they are deficient in credits or are in danger of failing a class. Parent or guardian permission is required for a reduced schedule and the **Reduced Schedule Contract** must be signed and turned in to your counselor. Students must have transportation to leave early. **Students are not permitted to remain on campus during the school day when they are not enrolled in a class.**

Schedule Changes

Schedule changes will be kept to a minimum. **Schedule changes are limited to the first six school days of the first semester** and are approved for the following reasons:

1. You need to change the level of the class in which you are currently registered.
2. You already have that particular course credit.
3. You do not have the prerequisite for the class.
4. Your special education classification has changed.

After 6 days, if a student must withdraw from a class, a grade of W/F (Withdrawal/Failing) will be posted to the official transcripts and may result in athletics/activities ineligibility for the remainder of the semester.

Grade Point Average and Weighted Grades

Grade point average will be calculated on a 4.0 scale. Students in Honors and Advanced courses will receive weighted grades. Distinction Points will be awarded for honors, Advanced Placement, and College Courses that are taken on our campus. Occupational and developmental courses are not eligible for distinction points. **Students who take a course off of our campus must fill out the district Concurrent Enrollment Approval Form to determine how that course will be transferred back to your school and if any Distinction Points will be awarded. This can be obtained through the counseling office.**

Andrada High School will use the following grade scale to determine the grade point average of students:

Standard Classes: A=4.00, B=3.00, C=2.00, D=1.00, F=0

Honors Classes: A=4.03, B=3.03, C=2.03, D=1.03, F=0

Advanced Placement and College Classes: A=4.05, B=3.05, C=2.05, D=1.05, F=0

Class Rank

Class rank will be determined based on weighted grades. Students who transfer from another school to Andrada will have their GPA calculated using Andrada rules. The sending school also must list on the transcript, in the course name, designations such as Advanced Placement or Honors to receive consideration for distinction points. Distinction points will only be added to a transfer student's GPA if Andrada offers a comparable course. College courses will receive an added value of .05 if the course is comparable to an Advanced Placement course or if approved by the principal or if it meets one of the sixteen core classes required for admission to a state university and is above a 100 level class at a community college. All graduating honors, including Valedictorian (highest weighted GPA) and Salutatorian (2nd highest weighted GPA) will be determined at the end of the first semester after final grades have been recorded. To be considered for Valedictorian or Salutatorian, a student must have completed at least 6 semesters of their high school career within the Vail School District AND must attend Andrada full-time his/her junior and senior years (at least 4 full semesters). Students who are early graduates or part of the Vail Early College program are not eligible for the distinction of Valedictorian or Salutatorian.

Vail Early College

Students who participate in the Vail Early College Program, but continue their pathway program at Andrada are not eligible for the distinction of Valedictorian or Salutatorian. Vail Early College students are also no longer eligible for the Andrada Maverick Scholars program. Vail Early College students can participate in all extracurricular activities (including athletics) as well as any school sponsored activities (such as dances).

Final Exam Policy

Final Exams are comprehensive over the semester content and may be weighted from 10% of the semester grade. Students are expected to take final exams the last three (3) days of each semester as a culminating activity. **All students in each class (except students who take an AP test in the 2nd semester) MUST take a final, regardless of their overall grade in the class.** First semester, students who are unable to take the exam when the teacher administers it in December must make up the exam within the first ten days of the following semester. Second semester, students must make arrangements with their teacher, counselor, or the testing lab coordinator to take the test within ten days after school ends or the first ten days of the next school year.

Students will receive a 0 on any untaken finals. Teachers will submit a grade change request to the registrar once the student has taken the exam. If a parent or student does not agree with a final grade, an appeal must be filed with the Administration within 10 days of the end of that semester.

Homework Policy

Students should expect to receive homework in each class regularly. In advanced classes,

homework may be assigned during breaks and on holidays. Advanced Placement and Dual Enrollment teachers may assign homework over the summer. Students are responsible for collecting homework after an absence.

Late Work Policy

In an effort to prepare our students for college and career, all assignments should be turned in on time. Students may receive a deduction in points for late assignments. Please refer to each teacher's syllabus for how they will handle late or missing work.

Reteach Policy

Students who did not demonstrate mastery on formative assessments in Algebra, Geometry, Algebra 2, English 9, English 10, and English 11 will be assigned reteach class during *Mav Time* (for English or Math) or Zero Hour (for Math). The purpose of reteach is to provide a structured time for students to relearn the material. Students will be notified if they need to attend reteach. Failure to attend reteach may result in disciplinary consequences. Please refer to Vail School District's "Raising Expectations" document toward the end of the handbook for guidance.

Honor Roll

The honor roll is calculated at the end of each semester and will be based on a student's weighted GPA as follows:

High Honors: 4.0 and above GPA

Honors: 3.500-3.999 GPA

Academic Honesty Rules

Academic dishonesty in any form is unacceptable behavior for all students. Any type of academic dishonesty will not be tolerated, including but not limited to the following:

- **Cheating:** Sharing answers, looking at another student's work, sharing test information, use of unauthorized aides or copying another student's work/test. The student who shares his/her work with another to copy without teacher permission is also cheating.
- **Fabrication:** Falsifying, inventing, or misrepresenting the actual source from which work is cited.
- **Unauthorized Collaboration:** While working with others is often encouraged, unauthorized collaboration is not permitted. Unauthorized of online resources (i.e. *Photomath*)
- **Plagiarism:** Any intentional representation of another's ideas, words or work as one's own. Plagiarism includes the misuse of published material, electronic material and/or the work of other students. It includes direct quotations and paraphrasing without adequate citation. This includes the use of Artificial Intelligence programs.
- **Alteration of Materials/Forgery:** Any intentional and unauthorized alteration of student/teacher material or unauthorized signing of another person's name to school related documents.

Due to the serious nature of academic dishonesty, any act deemed in violation of the rules listed above will result in an automatic zero for the work involved. The teacher will report the incident to the administration. The student may be subject to further disciplinary action. A student in an Advanced Placement or Dual Enrollment class who is found cheating may be dropped from the class. A teacher may ask a student to redo assignment/assessment if there is an indication that there may be an academic dishonesty violation.

AP, Honors, and Dual Enrollment (college) Classes

Students enrolled in advanced classes have to maintain a C or higher to remain in the class for both semesters. Students not maintaining a C or higher may have a conference with the counselor 4 weeks into the semester to determine continued placement. If the student has not improved their grade they may be moved to a regular class at the quarter, rather than at the semester. Students can also be transferred into a regular class at the quarter by parent request.

Students that choose to take an Advanced Placement (AP) class are expected to take the end of the course AP exam. There is a fee associated with this exam. If you are having trouble paying for the fee please notify the teacher to see if there are alternative means to fund the exam. If for any unforeseen reason that a student is unable to take the AP exam, then the student will be required to take a final in the 2nd semester for that course and their distinction points for that class will be reduced from .05 to .03 (same as an honor's class).

Foreign Language Equivalencies/Information

Two semesters of a Pima foreign language course (4.0 credits each semester) equals 1.0 high school credit and two years of foreign language for college admissions. **ASL is accepted for foreign language at many universities, but may not be accepted at ALL.** It is your responsibility to check with the college you plan on attending to make sure it will be accepted.

TA/Lab Assistant Policy

A student may only be enrolled as a teaching/laboratory assistant with a current weighted 3.0 GPA minimum. A student with a lower GPA may be allowed with teacher/admin approval.

On-Line Classes

Before enrolling in any on-line courses, you must have administrative approval and fill out the district **Concurrent Enrollment Approval Form**.

Foreign Guest (Exchange) Student Policy

Foreign guest students are enrolled as juniors. Therefore they will not walk nor participate in the graduation ceremony.

Graduation Requirements

Selection of a graduation plan, the monitoring of course choices, and checking the number of credits accumulated toward graduation are the responsibility of the student and parent/guardian.

SUBJECT AREA	APHS GRADUATION REQUIREMENT	MINIMUM ADMISSION REQUIREMENTS FOR AZ STATE UNIVERSITIES
English	4 credits	4 credits
Math	4 credits*	4 credits
Science	3 credits**	3 credits
Social Studies	3.5 credits***	2 credits
Health	.5 credit	No requirement
Fine Arts or Career/Technical Ed (CTE)	1 credit	1 credit
Foreign Language	No requirement	2 years in same language****
Senior Exit Project	.5 credit*****	No requirement
Electives	5.5 credits	No requirement
TOTAL	22 credits	16 core credits

*Math courses shall consist of Algebra I, Geometry, Algebra II (or its equivalent) and an additional course with significant math content as determined by the Governing Board.

**Requirements include 1 credit in each area: physical science, life science, and chemistry.

***Requirements include 1 credit World History, 1 credit US History, 1 credit American Government, and .5 credit of Economics.

****Although AZ state universities accept ASL as a foreign language, not all colleges and universities do.

*****Students who choose to do the 120 hour internship for their SEP will receive 1 credit.

ALL students must pass the AZ Civics test with at least a 60% and must be CPR trained to receive a diploma in the state of Arizona.

Economics

All students must complete a semester of Economics to graduate. In order to do this, students will be asked to complete this requirement as an online class some time between their 9th grade and 11th grade year. If they do not complete the online class by the end of their 11th grade year, they will be required to take the class embedded in their senior government course. This will be additional work to earn the credit for both Economics and Government.

Freshman Pathway Opportunity

Starting in the school year 2022-2023, freshmen are allowed to enroll in their selected pathway class. This will allow students to participate in more dual credit classes as well as more internship opportunities. Students and parents should be selective on whether they should do this as these are adult level education classes that are rigorous and require high levels of responsibility. If a student does choose to take a pathway class as a freshman they must take an online health class over the summer of their 8th grade year, maintain passing grades in all of their classes their freshman year, maintain a C in their pathway class, and maintain good attendance and behavior. Students that take a pathway will not be enrolled in their freshman leadership class.

STATE TESTING

ACT (11th Grade) is the statewide achievement test for Arizona students in English Language Arts and Mathematics.. ACT Aspire is the statewide achievement test for all 9th grade students. This test is a summative test that measures what students have learned in the areas of Math, Science, English and Reading. The ACT Aspire will also help students get ready for the ACT. The AzSCI Test will be administered to 11th grade students to assess student's proficiency in Science. All 10th grade students will take the Pre-ACT test to determine their progress toward the state required ACT test.

ACT, SAT, PSAT, ASVAB

The ACT and SAT are nationally standardized tests offered at various locations and testing dates. The ACT exam is offered to Andrada students in 11th grade on campus during a school day in the Spring at no cost. These tests are used for merit based scholarships, admissions to honors colleges, and some universities use these in conjunction with GPA, class rank, extracurricular activities, and other factors in determining university admission. If you qualify for free or reduced lunch, or have experienced hardship, please see your counselor for a waiver for the ACT or SAT.

The PSAT/NMSQT is offered to Andrada students on campus in October, the fee is \$20 and can be paid in the bookstore or online. Although this test is geared towards 11th graders and only 11th graders are eligible for National Merit Scholarship, students at any grade level can take this test.

The **Armed Services Vocational Aptitude Battery (ASVAB)** is usually offered in the Spring for grades 10-12. The test is two fold. It is used for entrance into the military and as a career assessment tool. There is no fee for the ASVAB.

Civics Exam Requirement

As a graduation requirement from the State of Arizona, all graduating seniors will be required to pass the United States Civics Exam. This exam is administered in senior Government class in the Fall of student's senior year. Seniors not enrolled in Government are still required to pass this exam as part of their graduation requirement.

ECAP and Schoolinks

Education and Career Action Plan (ECAP) is required by the state of Arizona. The Vail School District uses Schoolinks, which both parents and students can log in with their Vail passwords using google authentication. Students are able to complete their ECAP requirements using a quality platform, as well as use it to research occupations, apply for colleges, search for scholarships, request transcripts, plan

courses, track SEP shadowing/internship hours, and many other features. All students are required to complete the ECAP requirements, but are encouraged to use as many features as they would like.

Technology Information

Computer Guidelines

Computer resources are provided to students for the purpose of performing assigned class work. Students using computer resources are expected to act in a manner consistent with the education mission of Andrada High School and follow all school policies regarding computer resource usage. Students will sign an “Responsible Use Policy” (RUP).

Computer-Network Acceptable Use Policy

Use of technology in the Vail School District is governed by an Responsible Use Policy (RUP). When filling out the “Returning Student Online Registration”, it was signed.

A few key points are:

- The primary purpose of the District network (including but not limited to the Internet, printers, computers, etc.) is to allow users to conduct school business. Use of district printers will be limited to school related activities.
- **Do not waste school resources by printing excessively. Students will be allowed to print up to \$5 worth of pages a year on Andrada printers for free (seniors are allowed more for SEP). After that they buy additional copies in the library or tech office. Printing is monitored by software.**
- Student agrees to act responsibly and with good behavior on any computer or communications system using Vail School District’s wired or wireless network services. The user agrees to follow all School and District rules for behavior and communications. Access is a privilege - not a right.

The Vail School District makes no warranties of any kind, whether expressed or implied, for the supervision and service it is providing. The Vail School District assumes no responsibility or liability for any loss of data. Students must abide by the full RUP linked above. Use of any information obtained via the Internet is at one’s own risk. The Vail School District specifically denies any responsibility for the accuracy or quality of information obtained through its services. STUDENTS are ultimately responsible for backing up their files. Remember, all technological devices brought onto a Vail School District campus are subject to search and seizure.

- Keep nothing on your machine that is so private that you wouldn’t share it with a teacher, the principal, the tech department, or your parents. Assume that your computer can keep no secrets, because it can’t. Your computer will be treated like a school backpack – it can be searched. Files stored on your computer will not be private. You also agree to allow authorized Vail School District personnel the ability to review any and all files, data, messages, and email at any time with or without notice. You understand and agree that your own personal electronic hardware used on district property falls under this RUP.

- Students are not allowed to bring their own device and connect to our network. They must use the district issued device.
- Students will be provided a district sponsored gmail account. It is very important that you keep your password secret! Someone else logging into your email and sending inappropriate messages will get you into trouble. You will be expected to use your school email for communicating with teachers and other staff.

Parents, your child may have schoolwork that will be published on the Internet, most likely on the Andrada website or Schoology. Such publishing requires that the Vail School District have your permission to publish that work. By agreeing to the RUP, you agree to allow the Vail School District to publish your child’s schoolwork or image where appropriate. **No personal information will ever be shared.**

Andrada Polytechnic High School Social Media Guidelines

STUDENTS AND SOCIAL MEDIA

We use social networking/media as a way to connect with others. While social networking is fun and valuable, there are some risks we need to keep in mind when using these tools.

Social media refers to online tools and services that allow any Internet user to create and publish content. Many of these sites use personal profiles where users post information about themselves. Social media allows those with common interests to share content easily, expanding the reach of their ideas and work.

Be smart

- In the social media world, the lines are often blurred between what is public or private, personal or professional.
- Regardless of your privacy settings, assume that all of the information you have shared on your social network is public information.
- Everyone has online results that create a footprint when someone searches for them online. This online footprint can shape your reputation—and your college opportunities—in ways you might not anticipate.

Be respectful

- Use good judgment in all situations.
- Behave in a way that will make you and others proud and reflect well.
- Always treat others in a respectful, positive, and considerate manner.
- Do not bully others online.

Be responsible and ethical

- Share and interact in a way that will enhance your reputation and the reputation of others, rather than damage them.

- Report inappropriate online behavior to your parents.
- Do not make statements that are untrue and misleading.
- Only comment on things about which you are well informed and are constructive.'
- Don't gossip or make statements that have no beneficial value.

Be a good listener

- Keep in mind that one of the biggest benefits of social media is that it gives others another way to talk to you, ask questions directly, and share feedback.
- Be responsive to others when conversing online. Provide answers, thank people for their comments, and ask for further feedback, etc.

Be accurate and appropriate

- A significant part of the interaction on blogs, Twitter, Facebook, and other social networks involves passing on interesting content or sharing links to helpful resources. However, never blindly repost a link without looking at the content first.

Be confidential. Respect private and personal information.

- Do not publish, post, or release information that is considered confidential or private.
- Post images with care.
- Use caution if asked to share your birth date, address, and cell phone number on any website.
- To ensure your safety, be careful about the type and amount of personal information you provide.
- Avoid talking about personal schedules or situations.

PARENTS AND SOCIAL MEDIA

Parents are important partners in developing safe and appropriate use of social media and are encouraged to:

- ✓ Monitor your child's use of social media.
- ✓ Find out what apps they are using. Learn how they work.
- ✓ Follow/friend your child and periodically log in.
- ✓ Go over general rules on how to be smart and safe online.
- ✓ Talk frankly to your child about proper online relationships and behaviors.
- ✓ Be friends with your children online in order to view your child's online posts.
- ✓ Be involved and aware.
- ✓ Know your child's passwords.
- ✓ Do not allow them to share passwords with others.
- ✓ Do not allow your child to download apps without your permission.
- ✓ Consider limiting time on social media. Unplug!
- ✓ Report inappropriate online behavior.
- ✓ If your child is threatened, call the police.

POPULAR SOCIAL MEDIA TOOLS

Social media tools are changing daily. There is no way to provide a comprehensive list of what your child may be using to communicate and connect with their friends or strangers. The best way to stay informed is to monitor all of your child's devices and to search Google for the most popular apps teenagers are using.

SOCIAL MEDIA CONTENT THAT CONTRIBUTES TO A DISRUPTION IN OUR EDUCATIONAL ENVIRONMENT AND OPERATIONS WILL BE SUBJECT TO THE ANDRADA CODE OF CONDUCT.

Andrada Polytechnic High School Athletic/Extra Curricular Policies

AIA/Victory with Honor

All Andrada Polytechnic High School students are expected to model the six pillars of character: **Trustworthiness, Respect, Responsibility, Fairness, Caring, and Citizenship**. It is expected that the Andrada faculty, staff, students, and their parents will demonstrate the six pillars as part of their daily lives. This will create an environment conducive to the development of upstanding citizenship. Students and parents are asked to support and endorse these pillars in a school-wide effort to improve and promote good character traits.

Extracurricular Activities

School activities are an integral part of the total educational program. They provide the individual participant with experiences, which may broaden the perspective that regular classroom instruction may not adequately address. It is important to understand that any participation in these activities is considered a privilege and may be withheld by the school. Co-curricular, extracurricular, and related activities are defined as those endeavors, which are organized, planned, sponsored, and/or recognized by the school. This includes activities that are an extension of the classroom, sanctioned school clubs that compete, performing groups, and all AIA sanctioned activities.

Extracurricular Activities Code of Conduct

1. Students involved in extracurricular activities are reminded that they represent Andrada High School and the Vail community. It is their responsibility to maintain appropriate conduct at all times and to demonstrate behavior that will bring credit to themselves, to Andrada High School and the Vail community.
2. Sportsmanship and ethics are to be exemplified at all times in relation to other schools and with officials.
3. Insubordination will not be tolerated at any time. A participant shall be responsible for his/her actions in competition and performance, as well as in practice sessions, in school and in the community.
4. Substance abuse in any form while participating in school activities may result in forfeiting a student's eligibility.
5. Students that participate in Extracurricular activities must sign the "Mavs Win" Pledge that outlines behavior expectations.

Responsibilities of Participants

Students are to:

1. Any student interested in trying out for Andrada High School sports teams must complete ALL your athletic registration forms prior to the first practice.
2. Respect the rules of the school, the teachers, sponsors, coaches, and administrators.
3. Respect and follow all school rules.
4. Follow all training rules, Vail eligibility regulations and AIA rules for eligibility.

5. Strive for excellence in the classroom and maintain at least a 2.0 G.P.A. with no failing grades.
6. Support all school activities and teams to the best of their ability.
7. Be part of the team and perform for the betterment of the team or organization.
8. Exemplify good behavior, appearance and conduct at all times. (**Mavs Win Pledge**)
9. Respect others and their property. Theft and destruction of any school or individual's equipment or property will not be tolerated.
10. Dress neatly on trips, and remain together with the group and ride the bus to and from the site of the contest or performance unless prior arrangements have been made and approved.
11. Students are required to be in all classes in order to participate in practice or competition, **unless approved by administration.**
12. Condition themselves properly so that they can safely and adequately meet the physical and mental demands of the activity.
13. Pay a participation fee if applicable.
14. Refrain from use or possession of drugs, alcohol, or tobacco.
15. Return all clothing and equipment to their coach/sponsor immediately after completion of any sport or after dropping out of that sport. Students will pay for all items not turned in. The money charged for any item not returned may be refunded when the item is returned with the cash receipt.

In order to try out for a sport, your child's registration must be completed 24 hours prior to the date in which they wish to participate.

Classroom Attendance Policy for Extracurricular Activities

Extracurricular activity participation requires that students attend classes daily in order to maintain eligibility. The following guidelines shall be enforced:

1. Classroom attendance on the day of a performance, contest or game is required except in the case of a valid excuse and at the discretion of the school administrator. This will be interpreted to mean a student will attend all classes unless excused by an administrator (illness, staying home to rest or "sleeping in" are examples of **UNEXCUSED** absences). Excused medical appointments **DO NOT** excuse students for interscholastic activities. Prior approval through the Athletics Office and written verification are required.
2. As soon as the participant has been determined to be in violation of this rule, the participant will be declared ineligible for the next performance, contest, or game.
3. Students are expected to attend classes the day following an activity/competition or will not be allowed to participate in the next activity/competition, unless a valid reason is given by parent/guardian or doctor.

Attendance at Practices

1. Unless there is a satisfactory reason, all participants shall report for practice the day the first call is made for that activity.
2. Being excused from practice will be granted by the coach/sponsor of the team.
3. A student who is not in attendance for a minimum of 2/3 of the school day may not practice that day.

Eligibility

1. If a student becomes 19 years of age after September 1, he/she is eligible to compete for the remainder of that school year. If he/she becomes 19 years of age on or before September 1, he/she is not eligible for any part of that school year.
2. A student is privileged with eligibility for only four seasons in each sport and/or activity, and for no more than eight semesters after he/she first enrolls in the ninth grade. The 7th and 8th semesters must be consecutive. The other semesters need not be consecutive.
3. Students cannot compete or practice on an outside athletic team during their school team's competition season. A student may compete as an individual in an individual sport or event (not team or relay) in his/her name but shall not be coached by, transported by, financed by, or chaperoned by the school or school personnel.

Students are to use District provided transportation to and from the site of all away contests. *Exception:* Parents may transport only their son/daughter by signing a Transportation Waiver Form. Waiver forms are in the Athletic Office and must be received one day prior to the contest.

Clearance Slips

Andrada's Interscholastic Activities program is a competitive program for all boys and girls. Students interested in participating in an interscholastic activity must receive a "Clearance Slip" from the Mavericks Athletics Office. Students must submit ALL of the following documents to registermyathlete.com before participating in their first practice:

- A current physical examination form, dated on or after 03/01/2023, which is good for one school year.
- Emergency form completed and signed by a parent/guardian.
- Parent/guardian permission card completed and signed by a parent/guardian.
- Brainbook Certification: <http://aiaacademy.org/brainbook/>
- Birth Certificate or photocopy of the original birth certificate.
- Activity fee paid to the bookstore after the final roster is announced and prior to the first competition.
- WF ineligible for current semester
- MTBI Concussion Form

Physicals

All athletes must have a new physical each year dated AFTER March 1st turned in to the Administrative Office.

Participation Fees (Activity/Athletic Fees will be collected in the Bookstore and will include the following)

Per Activity Fee \$120

Per Student Cap \$300

Per Family Cap \$500

NCAA Rules

NCAA initial-eligibility Clearinghouse: All high school students who plan to participate in college at a Division I or Division II school must be certified by the NCAA Clearinghouse.

The forms needed are available in the Counseling office and should be mailed early in the fall of the student's senior year. Answers to questions pertaining to the NCAA Eligibility Center can be found on the following websites <https://web3.ncaa.org/ecwr3/>. Be sure the classes you are choosing at Andrada are approved courses by the NCAA before registering for the class.

Academic Eligibility for Activities/Athletics

Students who represent Andrada Polytechnic High School must display the highest type of citizenship. Certain academic standards must be maintained in order to be eligible to participate in AIA competition. To be eligible for AIA competition, students must be passing all of their classes and have a minimum of a 2.0 GPA.

To be eligible for AIA competition, students must be passing all of their classes and have a minimum of 2.0 GPA. Grades will be checked every Friday afternoon. Starting on Monday, if a student is eligible, he/she will remain eligible for the week and the student's grades will not be checked in the interim (ECAP & SEP grade will affect eligibility). Starting on Monday, if a student is not eligible, he/she will remain ineligible for that week and until he/she has met the criteria for eligibility. Grades posted at the end of each semester are the grades to be used in determining eligibility at the end of the semester.

Students who are ineligible for competition remain eligible for practice at the discretion of the coach.

- Students may continue to practice as usual.
- Students may attend games, but will not be permitted to wear a uniform.
- Students will not be permitted to travel with the team.

Eligibility of Transfer Students

All transfers must be processed and approved through the Andrada Administrative Office.

New Transfer Rule: Any transferring student must sit out the first 50% of power ranked regular season games if they participated at a previous school during the past 12 months preceding the transfer. A 530 form must be filled out by every student who has not changed their domicile and who is transferring into Andrada High School. A 520 form must be filled out by all transfers that have changed their domicile. For more information, contact our Administrative Office.

Suspensions

For students who have in-school suspension, participation and/or attendance at activities will be at the discretion of administration and follow the ***Mavs Win Pledge***

For students who have out-of-school suspension or who have an “Alternative to Suspension Program” the following will apply:

1. They are not allowed to participate or attend any practices during the term of the disciplinary action.
2. They are not allowed to participate in or attend any performance, contest, game or school function during the term of the disciplinary action. The length of time of disciplinary action shall be measured from the time a student is discharged from school until the morning of the day the student is permitted to return to the classroom.

After School Detention

1. Students who have earned an after school detention are required to serve detention prior to other after school activities.
2. After school detentions will not be scheduled around after school activities and or sporting events.

Doctor's Release

When a physician treats a participant, a written release from that doctor must be received by the school's athletic trainer prior to participation in any practices or games.

Admission Fees to Andrada Athletic Events

A \$5.00 admission fee per adult will be charged for all Andrada athletic events. Andrada students with ID shall pay \$1.00. The cost to Andrada students without an ID will be \$2.00. All other Students will be charged \$3.00 admission. Students in the fifth (5th) grade and under will be admitted free. Admission fees to invitationals, classics, regionals, state tournaments, etc. are determined by individual schools and AIA.

Completion of Sport

Successful completion of a sport season, with the exception of an injury, which limits participation, is required to be eligible for a letter or other team awards. A student who has quit, been dismissed, or dropped from a team, may transfer to another sport only with the permission of both coaches and the assistant principal for Activities. Students who are members of a squad are committed to remain in that sport until the end of the season unless they quit for a legitimate reason, i.e., health, disciplinary action, etc.

Criteria for Lettering in an Individual Sport

1. Attendance:

- No unexcused absences from practices or games.
- Excused absences from practice consist of an excused absence from the school day, doctor appointments, family or personal illness, and family emergencies.
- Athletes must call/inform their coach to be excused. Informing teammates is not acceptable.

2. Participation in coach assigned events. For example, if a coach wants an athlete to compete in an event/match/game, the athlete must do so unless there is an emergency, injury, or illness. In track, if a coach assigns an event for an athlete, the athlete must do that event. Athletes must participate in various ways that the coach assigns.

3. Participate in all scheduled games/matches/meets unless there is illness, injury, or emergency. All athletes must participate in the contests regardless of the reason.

Athletes must complete the season.

4. Athletes must compete in divisionals/playoffs. Athletes must complete the season.

5. Athletes must be “available” to compete on the varsity level on a regular basis.

6. IN ADDITION TO THE TOP 5 CRITERIA, ATHLETES MUST FALL INTO ONE OF THE BELOW ITEMS IN ORDER TO EARN A LETTER:

- An athlete must be in their third consecutive year in that particular sport, or
- An athlete must advance to state competition, or
- An athlete must earn a specific number of points for their team in meets/matches throughout the season. The Head Coach will determine these points.

Criteria for Lettering in a Team Sport

1. Attendance:

- No unexcused absences from practices or games.
- Excused absences from practice consist of an excused absence from the school day, doctor appointments, family or personal illness, and family emergencies.
- Athletes must call/inform their coach to be excused. Informing teammates is not acceptable.

2. Participation in coach assigned positions.

3. All athletes must be “available” (dressed and ready to play) in all scheduled games unless there is illness, injury, or emergency. All athletes must be “available” for the

games regardless of the reason. If an athlete is on a varsity team prior to an injury, they must continue to attend practices and games in order to be eligible for a letter. Athletes must complete the season.

4. Athletes must compete in the playoffs if applicable. Athletes must complete the season.
5. Athletes must compete on the varsity level.

VAIL SCHOOL DISTRICT NO. 20
"Where Education is a Community Effort"

RAISING EXPECTATIONS

The following policies were enacted to focus attention on the value of academic achievement and to increase accountability.

HIGH SCHOOL

RECOGNITIONS

The top one percent of tenth and eleventh grade students who earn "Highly Proficient" on both sections of the high school AzM2 assessment will receive a plaque from the Governing Board.

High school seniors who receive 29 or higher on their ACT College Entrance Exam will receive a plaque from the Governing Board.

RECOMMENDED INTERVENTIONS

A District assessment will be given to all students taking Algebra, Geometry, Algebra 2 and 9th, 10th and 11th grade English prior to the end of each quarter. Any student who "Falls Far Below" the district assessment standard will be expected to complete remediation until proficient.

REQUIRED INTERVENTIONS

Any student who falls far below the district assessment standard may be required to complete 12 hours of remediation for each deficient content area.

Any assigned remediation hours will be completed prior to earning course credit.

Remediation may include one or more of the following:

- Tutoring
- Intersession courses
- Summer school
- Saturday school
- Private or Commercial Tutoring
(with documentation)
- Re-teach

Note: Individual schools may choose to implement variations for required interventions. Please refer to your school handbook.

CONSEQUENCES

In high school, students must pass a class in order to receive the credit necessary for graduation. A student assigned remediation hours must complete those hours to receive course credit.

ATTENDANCE POLICY

Regular school attendance promotes learning and achievement. As defined in AZ Education Code 15-803, "Absences may be considered excessive when the number of absent days exceeds ten percent of the number of required attendance days."

Students who reach non-school related absences in any one semester may fail or lose graduation credit in that class.

- Cienega High School - 12 absences
- Vail High School – 9 absences
- Pantano High School – 9 absences
- Empire High School – 12 absences
- Andrada High School – 12 absences
- Mica Mountain High School – 9 absences

HIGH SCHOOL STUDENT CALENDAR 2023-2024

July

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

August

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

September

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

October

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

November

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

December

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

January

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

February

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	

March

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

April

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

May

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

June

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

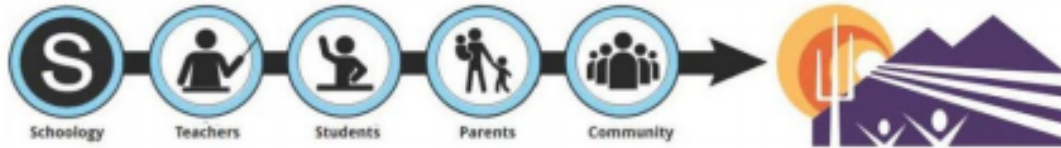
- B/E** = Beginning/End of school
- [Black Box]** = Holidays/Vacations (No School for Students)
- VPD** = Vail Pride Day
- C** = Parent/Teacher Conferences (1/2 for students)

- Y** = Inservice for Teachers - 1/2 day for Students
- F** = Finals/Teacher Grading Day - 1/2 day for Students
- *Except K-5 Students at Vail Academy and HS**

- *G** = GRADUATION
- 12/20/23 = PHS Fall Ceremony
- 5/18/24 = CHS & APHS
- 5/20/24 = PHS
- 5/21/24 = VAHS
- 5/22/24 = VIC
- 5/22/24 = EHS
- 5/23/24 = MMHS

LINK CAN BE FOUND HERE TO PRINT:

<https://www.vailschooldistrict.org/page/2023-2024-student-calendars>






Vail School District & Schoology

Dear Vail Parent/Guardian,

If you're interested in becoming more informed about your child's learning, **Schoology can help.**

- Schoology is Vail's new learning management system (LMS), bringing together all the digital elements of your child's education into one location.
- Schoology will be used district-wide this year and will replace all online tools such as class blogs, Moodle, and Google Classroom. This will be used from kindergarten through 12th grade so you can access information for your entire family in one place.
- Schoology lives online, is easy to access from any internet device, and can send emails and/or text notifications directly to you with the most up to date information regarding your child's learning.

In order to provide the highest level of security of your student's personal information while also allowing you access to create and connect your Schoology account, VSD has stored your child's Schoology Access Code within PowerSchool. This means that parents will first create or sign into PowerSchool, locate the Schoology tab, and use the information found there to create and connect their Schoology account. Once a parent has completed setting up Schoology, they can sign into Schoology independently of Powerschool. ***Disclaimer - Powerschool will continue to be the gradebook of record. When checking/verifying your child's grades always refer to Powerschool.**

Sign up for your Schoology (Personal Computer)	Sign up for your Schoology (Mobile Device)
	
<ol style="list-style-type: none"> 1. Go to: ps.vail.k12.az.us 2. Choose Sign in if you have a PS account, or call your child's school to set up an account. 3. In Powerschool, click on the Schoology tab on the left 4. Read and follow the instructions on creating and connecting your Schoology account 5. Follow the Schoology Guided Tour 	<ol style="list-style-type: none"> 1. Use your mobile browser, such as Safari or Chrome, and go to: ps.vail.k12.az.us 2. Choose Sign in if you have a PS account, or call your child's school to set up an account. 3. In Powerschool, click on the Schoology tab on the left 4. Read and follow the instructions on creating and connecting your Schoology account 5. Follow the Schoology Guided Tour
<div style="display: flex; align-items: flex-start;">  <p>Mobile Users: Both Powerschool and Schoology have mobile apps that provide the best user experience for mobile platforms. VSD recommends to first create your account with Schoology using a desktop, laptop or mobile browser, and then to download and log in to the apps for regular mobile use.</p> </div>	

Parent - Setup Schoology Notifications

You may elect to receive two different notifications of your student's activity in Schoology.

1. **Parent Email Digests** (daily or weekly) - Regular summary emails, including information from all courses' overdue, upcoming and recently completed assignments.

Sample parent email digest -->

2. **Overdue Submissions Notifications** - Email or text message sent anytime your student misses a submission deadline for a single assignment that can still be submitted for credit.

**Text message option also available, see below to setup Mobile Notifications*

Course Summary	Grade	Attendance
Math II: Section 2	-	-
English 101: Section 1	A- 92.02%	100%

Overdue Submissions

- 2 Days Late Physical Science Essay & Introductory Science

Upcoming (22)

Monday, September 9, 2013

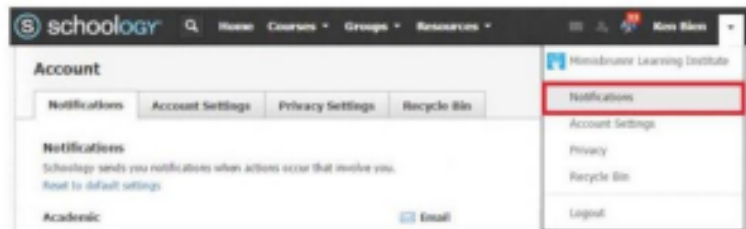
- Meeting 1 (1:00pm)
- First Day of Class
- Reading Assignment - "Old Yeller" (1:00pm)

Wednesday, September 11, 2013

- Reading Assignment - "Top Gun Wreck" (1:00pm)

Setting up email notifications

1. Click on the down facing arrow on the top right of your Schoology account.
2. Select your child from the list that appears in the dropdown menu.
3. Once you're viewing the child's account, click on the down facing arrow again.
4. Select the Notifications option in the dropdown menu.
5. To receive the **Parent Email Digest**, select **On** in your Email Summary menu.
 - If you choose Daily emails, you may set a time at which the notification will be sent to your inbox.
 - If you choose Weekly emails, you'll have an additional option to select the day of the week it is sent.
6. To receive the **Overdue Submissions Email**, select **On** in the Email Notification menu.
7. Click **Save Changes** to update your settings.



Text Message Notifications

You may elect to get notifications sent to your phone via text message. This can be set up in your account (not your view of your child's account) in the same Notifications menu used to set up email notifications.



Note: You will be asked for your 10 digit cell number and carrier. Only US and Canadian numbers are supported. Standard data fees and text messaging rates apply based on your plan with your mobile carrier. As mobile access and text message delivery is subject to your mobile carrier network availability, such access and delivery is not guaranteed. You have the ability to edit, temporarily discontinue or remove your mobile number from Schoology at anytime.

Governing Board Policies

Public access: www.azsba.org

Visitors to Schools

Board Policy KI-R Parents are encouraged to visit the schools.

All visitors to any school must report to the school office upon arrival.

For those who wish to visit a classroom during the school day, it is preferred that the teacher and the principal be contacted in advance to arrange a day and time for such visits so as to avoid any conflicts with the school schedule.

In visiting a classroom, parents must realize that the teacher's first responsibility is to the class as a whole, and the teacher will be unable to converse at any length with the visitor. If a conference is desired, arrangements will be made by the teacher for an appointment with the parent either before or after school hours.

No person may enter onto school premises, including visits or audits to a classroom or other school activity, without approval by the principal. Neither will any person be allowed to conduct or attempt to conduct any activity on school premises that has not had prior approval by the principal.

Anyone who is not a student or staff member of the District schools, and is in violation of this policy, may be asked to leave the property of the District. Failure to comply with the lawful directions of District officials or of District security officers or any other law enforcement officers acting on performance of their duties, and failure to identify oneself to such officials or officers when lawfully requested to do so, will be against District regulations. Failure to obey such instructions may subject the person to criminal proceedings applicable under law.

Hazing

Board Policy JICFA There shall be no hazing, solicitation to engage in hazing, or aiding and abetting another who is engaged in hazing of any person enrolled, accepted or promoted to 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 a "student" until graduation, transfer, promotion, or withdrawal from the District school.

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

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

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

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

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

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

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

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 inform the school administrator or next higher administrative supervisor in a timely manner 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 accord with statutory requirements and be reported to a law enforcement agency. To assure that students and staff are aware of its content and intent, a notice of this policy and procedure shall be posted conspicuously in each school building and shall be made a part of the rights and responsibilities section of the student handbook. Forms for submitting complaints are to be available to students and staff in school offices. Disposition of all reports/complaints shall be reported to the Superintendent. The Superintendent will determine if the policies of the District have been appropriately implemented and will make such reports and/or referrals to the Board as may be necessary.

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

Student concerns, complaints, and grievances

Board Policy 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 not related to the student's individual capabilities.

- Discriminatory treatment on the basis of race, color, religion, sex, age, national origin, or disability.
- Concern for the student's personal safety.

Complaints and grievances related to allegations of student violence, harassment, intimidation or bullying are to be filed in accordance with Board Policy JICK.

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 a school staff member.
- The person receiving the complaint will gather information for the complaint form.
- All allegations shall be reported on forms with the necessary particulars as determined by the Superintendent. Forms are available in the school office.
- The person receiving the complaint shall preserve the confidentiality of the subject, disclosing it only to the appropriate school administrator or next higher administrative supervisor or as otherwise required by law.

Any question concerning whether the complaint or grievance falls within this policy shall be determined by the Superintendent. A student or student's parent or guardian may initiate the complaint process by completing Exhibit JII-EA.

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

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

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

Sexual Harassment

Sexual harassment is unwanted, unwelcome behavior of a sexual nature. Sexual harassment is any act or comment (of a sexual nature) that makes another person feel uncomfortable. Schools are required by law to maintain an environment free from sexual harassment. Sexual harassment takes many forms. Here are a few examples:

- Displaying gender-offensive items, photos, posters, etc.
- Inappropriate gestures, touching, or groping.
- Sexual remarks, suggestions, or spreading rumors.
- Pressure for unwanted activities or encounters.
- Offensive jokes, language, teasing, whistles, or catcalls.
-

STUDENT BULLYING, HARASSMENT, & INTIMIDATION (Policy JICK)

Students are prohibited from bullying, harassment, or intimidation 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.

What is conflict and what is bullying?

Conflict: Conflict is a natural part of development defined as a struggle or contest between people with opposing needs, ideas, beliefs, values, or goals.

Bullying: Bullying is aggressive behavior that is intentional, repeated over time, and involves an imbalance of power or strength. 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.

What are types of bullying?

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. 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 of person or property. Intimidation can be manifested emotionally or physically, either directly or indirectly, and by use of social media.

What do I do if I am a victim of bullying at school?

- Talk to a trusted adult, for example, a school staff member or a parent. Share with them the details of the incident(s). Identify which category your specific incident may fall under.
- If the incident is a conflict and you need additional support, talk to a counselor at your school.
- If you feel that your situation meets one of the bullying definitions, let your principal know immediately. They will investigate the situation.

The steps will include:

- Fill out a bullying report form
- Provide a copy of your Rights, Protections, and Support Services
- Provide a conclusion letter after the investigation
- Additional support is available via Student Services Coordinators or Counselors, if needed.

Annual Nondiscrimination Notification

Vail Unified School District #20 does not discriminate on the basis of sex, race, color, national origin, age, or disability in its program or activities and provides equal access to the Boy Scouts and other designated youth groups. Vail Unified School District #20 Career and Technical Education department does not discriminate in enrollment or access to any of the programs available, such as engineering, cyber security, automotive, veterinary, medical assisting, behavioral health, and technical fine arts. The lack of English language skills shall not be a barrier to admission or participation in the district's activities and programs. Vail Unified School District #20 also does not discriminate in its hiring or employment practices. The following people have been designated to handle inquiries regarding the nondiscrimination policies: **Title IX and Section 504/ADA Coordinator:** Assistant Superintendent, Kevin Carney, at: carneyk@vailschooldistrict.org, 520-879-2005, 13801 E Benson Hwy # B Vail, AZ 85641



Vail Unified School District's Bullying, Harassment, Intimidation Reporting Guidelines

The Vail School District Governing Board shall build policies & procedures to prohibit pupils from harassing, intimidating and bullying other pupils on/at: School Grounds/Property, School Buses/Bus Stops, School Sponsored Events & Activities, and Technology or Electronic Communications on School Computers & Network.

Definitions

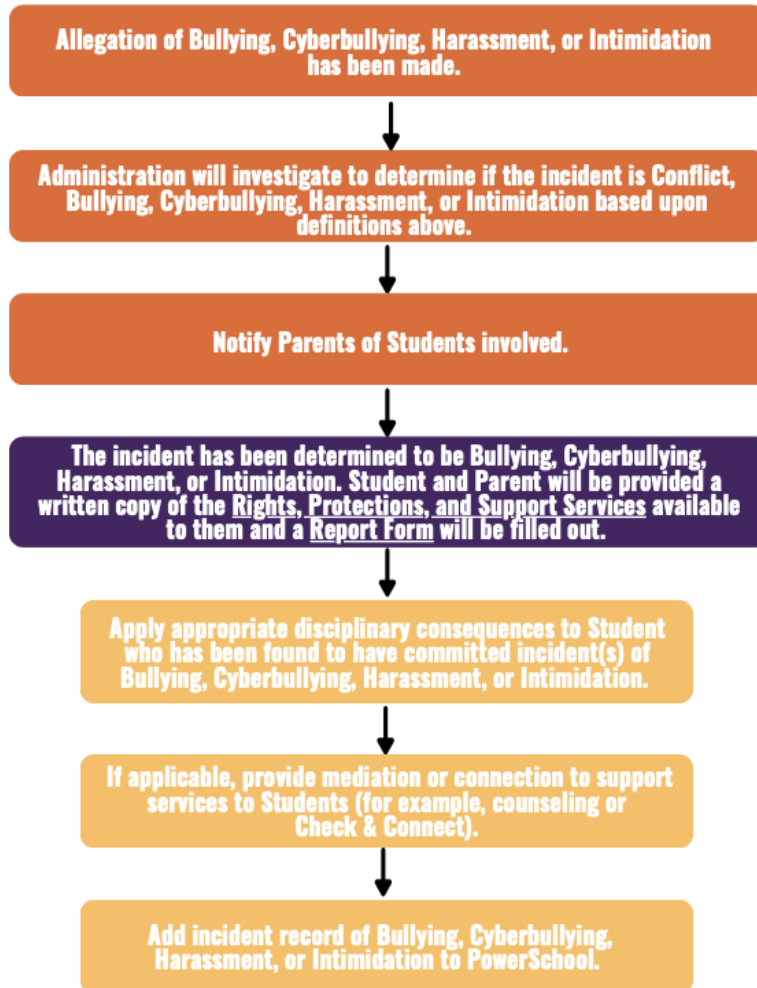
Conflict is a natural part of development; it may be defined as a struggle or contest between people with opposing needs, ideas, beliefs, values, or goals.

Bullying is aggressive behavior that is **intentional, repeated over time, and involves an imbalance of power or strength.**

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

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



ELEMENTARY & SECONDARY EDUCATION

Family Educational Rights and Privacy Act (FERPA)

See Board Policy KB & JR KB Family Policy Compliance Office (FPCO) Home

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

*Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.

*Parents or eligible students have the right to request that a school correct records, which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing.

After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.

*Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):

- School officials with legitimate educational interest;
- Other schools to which a student is transferring;
- Specified officials for audit or evaluation purposes;
- Appropriate parties in connection with financial aid to a student;
- Organizations conducting certain studies for or on behalf of the school;
- Accrediting organizations;
- To comply with a judicial order or lawfully issued subpoena;
- Appropriate officials in cases of health and safety emergencies; and State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request

that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

Vail School District SCHOOL DAY DEFINITION

Class Enrollment Limit

The “school day” in Vail is defined as 6 class periods. (These class periods may occur at any time and there may be time gaps between the classes.) Students may not enroll in classes beyond the school day (6 periods) unless:

The additional class is a JTED class.

The additional class is provided by Pima Community College or another educational institution (the student is responsible for any tuition or fees charged by that institution)

Other Options

Schools may offer non-credit, self-supporting, fee-based activities. These activities may be scheduled for a class period during school hours. Fees for these non-credit activities may vary. Students will be responsible for any and all fees associated with the non-credit activities. Tax credits may be used to pay the fees.

Explanation for the Limit

Arizona funds high school students for 4 hours (4 classes) each year. With the exception of JTED classes, schools do not receive any additional funding for students who attend school beyond the 4 hours (4 classes). Students have the right to a free high school education. A student in Vail is required to accumulate 22 credits (pass 22 specified classes) to graduate from high school. A student will be able to graduate in 4 years if he or she takes 6 regular classes in each year. If students take more than 6 classes per year, additional teachers must be hired for those classes or existing class sizes must increase further. Schools are only able to hire a limited number of teachers with funding received from the State. Due to reductions in funding, class sizes are already larger than optimal. The limitation for the number of classes a student may enroll in is required to prevent the class sizes in critically important core classes from getting even larger.