

*Vista Peak School
Parent Handbook*



2016/2017 SCHOOL YEAR

Vista Peak School Parent Handbook Table of Contents

ABUSE OF TEACHER OR SCHOOL EMPLOYEE IN SCHOOL	3
ACADEMICS	3
<ul style="list-style-type: none"> • Grades/Attendance (PowerSchool) • Loss of Credit • GPA Calculation 	
ARRIVAL/DISMISSAL PROCEDURES	4
<ul style="list-style-type: none"> • Bicycles • Before/After School 	
ATTENDANCE	5
<ul style="list-style-type: none"> • Absences • Student Attendance • Tardies • Sign In/Out 	
BOOKSTORE	6
BULLYING/HARRASSMENT/INTIMIDATION/VIOLENCE	6
CALENDARS	9
CAMPUS SAFETY	10
<ul style="list-style-type: none"> • Animals on Campus • Crisis Management (Seclusion and Restraint) • Custody & Legal Guardianship • Department of Child Safety • Drills • FERPA • Visitors to School 	
CAMPUS IMPROVEMENT TEAM (C.I.T)	13
DANCES	14
DRESS CODE	14
DRUG FREE CAMPUS	15
ELECTRONIC DEVICES	15
FOOD AND NUTRITION	16
<ul style="list-style-type: none"> • Breakfast/Lunch Information • Free and Reduce Lunches • Adult Meals • Safe and Healthy Eating • Paying for Lunch 	

GRADUATION AND PROMOTION	17
<ul style="list-style-type: none"> • Credit Requirement for Graduation • Grade requirements for Promotion to HS Level Classes • Discipline issues relating to Graduation/Promotion Ceremonies 	
HEALTH CENTER	18
<ul style="list-style-type: none"> • Balloons • Immunizations • Medication • Emergency Contacts • Parent Concern Contact Information 	
IDENTIFICATION CARDS	21
INTERNET AND E-MAIL USER AGREEMENT	21
LAW ENFORCEMENT ON CAMPUS	22
PARENT/COMMUNITY INVOLVEMENT ON CAMPUS	22
<ul style="list-style-type: none"> • PTSA • Volunteering 	
PERSONAL PROPERTY	23
PUBLIC CONCERNS AND COMPLAINTS	24
SCHOOL INFORMATION	24
SMOKE AND TOBACCO FREE CAMPUS	25
STUDENT ACTIVITIES	25
<ul style="list-style-type: none"> • Athletics • Clubs • Field Trips • Before and After School Programs 	
STUDENT PARKING	27
STUDENT INTERVIEWS, SEARCHES AND ARRESTS	29
<ul style="list-style-type: none"> • Interviews • Searches • Search Warrants • Arrests 	
TECHNOLOGY PROTOCOL	32
<ul style="list-style-type: none"> • Internet and E-Mail User Agreement 	
TRANSPORTATION	34
VIDEO TAPING	35
<ul style="list-style-type: none"> • Video Taping and Auditory Recording Restriction • Video Taping and Photographing of Student for Educational Use 	
WEAPONS FREE CAMPUS	35

Abuse of Teacher or School Employee in School

[A.R.S. 15-507](#): A person who knowingly abuses a teacher or other school employee on school grounds or while teacher or employee is engaged with the performance of his/her duties is guilty of a class 3 misdemeanor. (Ref. DVUSD Board [Policy GBGB-R](#))

Pursuant to [A.R.S. 41-151-12](#): Please consider this official notification that all Education Records will be destroyed in four years according to [A.R.S. 41-151.12](#) unless parents contact the Deer Valley Unified School District office. Public records, including electronic records, not listed in this schedule are not authorized to be destroyed.

Academics

Grades/ attendance (PowerSchool)

Deer Valley Unified School District provides parents with a means of staying up-to-date with their child's progress. PowerSchool is a secure website used by classroom teachers to input and maintain student grades electronically. All parents and students have the opportunity to use PowerSchool to access attendance, activities, assignments, and grades (both current and historical) throughout the school year.

Loss of Credit

Loss of Credit Due to Absences Upon reaching 5 unexcused absences or a combination of 12 unexcused and/or excused absences, a student may lose credit in that class. Any student may be placed on an Attendance Contract upon accumulating multiple excused and unexcused absences. Any student with excessive absences may:

1. Lose credit in one or more classes.
2. Lose parking privileges.

Loss of Credit Appeal Process

If a student loses credit for a class, the student may appeal to the Assistant Principal in charge of attendance for reinstatement of credit in that class. The student must write a Letter of Appeal and may have an optional parent/guardian signature on their letter in addition to their own. The student may attach additional documents, such as medical and/or court documentation. The student has two school days to complete the Appeal Process after being notified of the loss of credit status. A school administrator will accept the appeal or deny it within 5 school days of submission. The student must then adhere to the terms of appeal until the end of the term. Administration will review the appeal proposals and change in behavior during the last week of the term to determine if the student will have their credit(s) reinstated or uphold the revocation.

If a student does lose credit in a class, he/she must continue to attend the assigned class.

GPA Calculation

Weighted Courses

In selected subject areas, honor points will be assigned to grades in order to reflect the level of work and performance of the student. **INTERNATIONAL BACCALAUREATE (IB) HONORS (H) ADVANCED PLACEMENT (AP) COURSES are weighted.** The following table indicates honor point equivalents. Please note: Transfer grades from another school district will be computed 1 point for either honors courses or regular courses.

Grade	Honor Points	Grade	Regular Points
A	5	A	4
B	4	B	3
C	3	C	2
D	1	D	1
F	0	F	0

Note: Colleges and Universities may un-weight grades.

Arrival/ Dismissal Procedures

Bicycles

Students are permitted to ride bicycles to school. It is suggested that all students who ride bicycles wear a helmet for their protection. Students should lock their bike in one of the two bike rack areas. Bicycles should be secured to the racks, not the fencing. Those who ride bicycles will assume all responsibilities and risks involved.

Before/After School

Loitering on school grounds, including the parking lot areas, is not permitted. Students not transported by bus should not arrive before 8:45 a.m. unless they are officially enrolled in a school program or participating in a staff-supervised activity (such as tutoring). A warning bell will sound at 8:55 a.m. and a second final bell will sound at 9:00 a.m. Any student who is not in their classroom when the second bell rings will be considered tardy. The student will report to the office for a late pass. Any student who is on campus before school or remains on the campus after dismissal needs to be under the supervision of a teacher or coach. Students should arrive no earlier than 8:45 a.m. unless they are attending a scheduled activity.

For security reasons, the only school entrance to be utilized between 8:45 a.m. and 3:45 p.m. will be through the administration office.

Attendance

Absences

If your child is going to be absent, use the attendance number (623-376-4890) to notify the school. Please do so in advance or by 8:45 a.m. on the day of the absence. If that is not possible, you need to send a note with your child when he/she returns to class, which states the dates and reasons for the absence. Arizona law requires us to verify all absences in this way.

An absence may be excused if you have notified the school and if the absence is for illness, death in the family, religious observance, or other unusual circumstances. Absences for reasons such as trips, family vacations, and medical appointments are discouraged, and depending upon the frequency and effect on the child's performance, may be considered unexcused even with prior notification. For your child's benefit, please try to schedule trips and appointments during non-school hours whenever possible.

Students are required to make up any work missed as a result of absences. If a student is absent, it is the child's responsibility to contact the teacher when he/she returns to obtain missing work. Students will be given a reasonable amount of time to complete the make-up work and/or to complete missed assessments. In most cases, students absent for a few days or less are given 1-2 days per day absent to complete the work. For absences longer than 3 days, parents should contact the teacher by phone or e-mail to make arrangements to pick up work and/or drop off completed work/projects. Please check with your child's teacher for more specific information regarding the make-up work policy at that grade level.

Student Attendance

Attendance is very important to a student's academic success. Even the most capable student cannot learn if he/she does not attend school. For this reason, attendance is part of the district's promotional requirements. In grades K-8 the recommended attendance standard for promotion is 90%. The school will alert parents of impending problems in this area via telephone or mail.

Attendance is the responsibility of both parents and students. If your child is going to be absent from school, be sure to call the attendance line. If a child is absent without the knowledge and permission of his/her parents, or if the absence violates state law and district procedure, it will be considered truancy (see: CUTS in DVUSD Student Rights & Responsibilities handbook).

Tardies

If a student is going to be tardy, please call or send a note. When students arrive after 9:00 a.m., they need to report to the school office for a pass before going in the classroom.

Sign in/out

Students are not allowed to go home during school hours unless they are signed out by the parent or a person designated on the emergency card in the Front Office. If a parent comes to the room to pick up a student, keep the student in the classroom and send the parent to the office for proper check-out. **The office will call you to excuse the student.**

Bookstore

Books and iPads which become lost or damaged are the student's responsibility. Students are also responsible for the textbook and iPad barcode number. Any books issued for semester classes should be returned at the end of the semester. The front office is open for student transactions before school, during lunch, and after school. The front office may be contacted at 623-445-3900

Bullying/Harassment/Intimidation/ Violence

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

To assist in achieving a school environment based on the beliefs of the Governing Board, bullying in any form will not be tolerated.

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

- has the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm or damage to property,
- is sufficiently severe, persistent or pervasive that the action, behavior, or threat creates an intimidating, threatening, or abusive environment,
- occurs when there is a real or perceived imbalance of power or strength, or
- may constitute a violation of law.

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

- verbal, written/printed or graphic exposure to derogatory comments, extortion, exploitation, name calling, or rumor spreading either directly, through another person or group, or through cyberbullying;
- exposure to social exclusion or ostracism,
- physical contact including but not limited to pushing, hitting, kicking, shoving, or spitting, and
- damage to or theft of personal property.

Cyberbullying: 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 list, or other District-owned property, and by means of an individual's personal electronic media and equipment.

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

Intimidation: 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.

Students are prohibited from bullying on school grounds, school property, school buses, at school bus stops, at school sponsored events and activities, and through the use of electronic technology or electronic communication equipment on school computers, networks, forums, or mailing lists.

Disciplinary action may result for bullying which occurs outside of the school and the school day when such acts result in a substantial physical, mental, or emotional negative effect on the victim, while on school grounds, school property, school buses, at school bus stops, or at school sponsored events and activities, or when such act(s) interfere with the authority of the school system to maintain order. All suspected violations of law will be reported to local law enforcement.

Students who believe they are experiencing being bullied or suspect another student is bullied should report their concern to any staff member of the District. School personnel are to maintain appropriate confidentiality of the reported information.

Reprisal by any student directed toward a student or employee related to the reporting of a case or a suspected case of bullying shall not be tolerated, and the individual(s) will be subject to the disciplines set out in applicable District policies and administrative regulations.

Students found to be bullying others will be disciplined up to and including suspension or expulsion from school.

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

Law enforcement authorities shall be notified when district officials have a reasonable belief that an incident of bullying is a violation of the law.

Forms are available to report all incidents of bullying at www.dvusd.org (click on Safe Schools under the Parents & Students tab) and on your

child's school's website. (Ref.

[Policy JICK](#), [JICK-R](#), [JICK-EA](#),

[JICK-EB](#))

Calendars



DEER VALLEY UNIFIED SCHOOL DISTRICT 2016-2017 PreK-12 Instructional Calendar

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

Jul. 4- Independence Day Observed
Offices Closed
Jul. 27- 10-Month Employees

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			

Aug. 3- New Teachers
Aug. 5- Continuing Teachers
Aug. 9- 9-Month Employees
Aug. 10- First Day for Students
Aug. 19- Staff Dev. - Early Release

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	

Sep. 5- Labor Day - No School
Sep. 9- Staff Dev. - Early Release
Sep. 30- Fall Break - No School

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

Oct. 3- Fall Break - No School
Oct. 7- Staff Dev. - Early Release
Oct. *24-*28 Parent Teacher Conf. Week
Oct. 27-28- Early Release (PK-12)

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			

Nov. 4- Staff Dev. - Early Release
Nov. 11- Veterans Day
Nov. 23-25- Thanksgiving Recess

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

Dec. 9- Staff Dev. - Early Release
Dec. 22-23- Early Release 9-12 (Final Exams)
Dec. 23- Early Release
Dec 26-Jan. 6- Winter Break

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				

Dec. 26-Jan. 6- Winter Break
Jan. 13- Staff Dev. - Early Release
Jan. 16- Martin Luther King - No School

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			

Feb. 8- Student Release Day for Staff Professional Development
Feb. *13-*17 Parent Teacher Conf. Week
Feb. 16-17- Early Release (PK-8 ONLY)
Feb. 20- Presidents Day- No School

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	

Mar. 3- Staff Dev. - Early Release
Mar. 20-24- Spring Break

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

Apr. 7- Staff Dev. - Early Release
Apr. 14- Spring Day - No School

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			

May 5- Staff Dev. - Early Release
May 15-16- Senior Final Exams (DVHS & SOHS)
May 16-17- Senior Final Exams (BGHS, BCHS, MRHS)
May 19- Graduation (DVHS & SOHS)
May 22- Graduation (BGHS, BCHS & MRHS)
May 23-24- HS Final Exams - Early Release (9-11)
May 24- Last Day Students - Early Release
May 24- Last Day 9-Month Employees
May 25- Last Day Teachers
May 29- Memorial Day- Offices Closed

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	

Jun. 2- Last Day 10-Month Employees

Teacher Contract Days.....185
Student Contact Days.....180
40th Day.....Oct. 7, 2017
100th Day.....Jan. 20, 2017

Grading Periods
1st Quarter..... Oct. 14, 2016 - 45 days
2nd Quarter..... Dec. 23, 2016 - 46 days
3rd Quarter..... Mar. 17, 2017 - 47 days
4th Quarter..... May 24, 2017 - 42 days

Adopted 2.24.15

Campus Safety

Animals on Campus

Due to allergy concerns and safety issues, bringing animals into the classroom for a visit is prohibited at all times. Animals are NOT allowed on campus at any time. With the exception of previously administratively approved therapy and service animals.

Crisis Management (Seclusion and Restraint)

Deer Valley Unified School District's emphasis is on prevention and de-escalation, which reduces the risk of injury to both students and District staff. The emphasis is always on the care, safety, and welfare of our students and the primary technique used is verbal de-escalation. Restraint and seclusion are emergency procedures to be used when there is risk for injury to someone, including self. It is not to be used for individual student discipline, but only as part of a safety plan when imminent danger is present.

As a part of the emergency procedures in place in our schools, any student who poses an imminent risk of injury to him/herself or to others may be physically restrained and/or placed in seclusion by school staff.

Seclusion means the involuntary confinement of a student alone in a room from which egress is prevented. Seclusion does not include the use of a voluntary behavior management technique, including a timeout location, as part of a student's education plan, individual safety plan, behavioral plan or individualized education program that involves the student's separation from a larger group for purposes of calming.

Restraint means any method or device that immobilizes or reduces the ability of a student to move the student's torso, arms, legs, or head freely, including physical force or mechanical devices. These could occur along with other emergency actions such as calling the police. Significant violations of the law including assaults on students and staff will be reported to the police. As soon as possible after any such incident the parents or guardian will be informed when any of these actions have occurred.

For more information re: seclusion and restraint, visit <http://www.azed.gov/special-education/files/2015/12/seclusion-and-restraint.pdf>

(Ref. DVUSD [Policy JK-RB](#))

Custody & Legal Guardianship

In most cases, when parents are divorced, both parents continue to have equal rights where their children are concerned. If a court order limits the right of one parent in custody matters, a copy of that order must be on file in the school office. If no court order is provided, it is assumed that both parents have equal rights. Parents must provide schools with specific parenting time schedules in order for schools to comply.

A student who is in the legal custody of a natural or adoptive parent or other person to whom custody has been granted by a court order and who resides with the parent or other person within the boundaries of DVUSD are considered residents of the District. (Ref. DVUSD [Policy JFAA](#))

Only a parent who has legal custody can make school decisions for a child. Unless there is a court order stating otherwise, the non-custodial parent has the right to review student records and meet with teachers.

For more information on applying for guardianship of a minor, please visit superiorcourt.maricopa.gov/SuperiorCourt/JuvenileCourt/guardianship.asp.

Department of Child Safety

School personnel are often the source of referral for child abuse allegations because of their extensive contact with children on a daily basis. They are often the first people to whom children disclose abuse or who suspect abuse because they recognize behavioral or physical changes in the children. School personnel are required by law to report all cases of suspected abuse. Therefore, school personnel should be familiar with the legal requirements for the identification and reporting of child abuse.

The Arizona mandatory reporting law, [A.R.S. 13-3620](#) requires that school personnel, or any person who has responsibility for the care or treatment of a minor, who reasonably believes that a minor has been the victim of physical injury, abuse, child abuse, a reportable offense or neglect shall immediately report or cause a report to be made of this information to the Arizona Department of Child Safety (DCS) and the police. This means that if there are any facts from which one could reasonably conclude that a child has been the victim of one of the above listed offenses, the person knowing those facts is required to report those facts to the appropriate authorities. This immediate report is to be made regardless of who the alleged perpetrator is. Your duty is to report, not to investigate. If school personnel fail to report known or suspected child abuse or neglect, then they have committed a crime that is punishable under Arizona state law.

In addition to the mandate in [A.R.S. 13-3620](#), [A.R.S. 15-514](#) states that any certified person or governing board member who reasonably suspects or receives a reasonable allegation that a person certified by the State Board of Education has engaged in conduct involving minors that would be subject to the reporting requirement of [A.R.S. 13-3620](#) shall report or cause reports to be made to the Department of Education in writing as soon as is reasonably practicable but no later than three (3) business days after the person first suspects or receives an allegation of the conduct.

Both statutes ([A.R.S. 13-3620](#) and [A.R.S. 15-514](#)) grant immunity from civil damages to those making reports, provided the report was made in good faith. [A.R.S. 13-3620](#) also grants immunity from any criminal proceeding to those making reports, unless the reporter has been charged with or is suspected of committing the abuse, or is acting with malice.

Drills

Throughout the school year Vista Peak will regularly practice Fire and Lockdown drills so that students and staff become familiar with emergency procedures.

FERPA

Family Educational Rights & Privacy Act (FERPA) Annual Notification To Parents Regarding Confidentiality Of Student Education Records [34 C.F.R. 300.561 and 300.572]

Dear Parent,

The Family Educational Rights and Privacy Act ([FERPA](#)) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. The Governing Board has established written policies regarding the collection, storage, retrieval, release, use, and transfer of student educational information collected and maintained pertinent to the education of all students to ensure the confidentiality of the information and to guarantee parents’ and students’ rights to privacy. These policies and procedures are in compliance with:

- The Family Education Rights and Privacy Act; Title 20, United States Code, Sections 1232g and 1232h; and the Federal Regulations ([34 C.F.R., Part 99](#)) issued pursuant to such act;
- Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 ([USA PATRIOT Act](#));
- No Child Left Behind Act of 2001 ([NCLB](#));
- The Individuals with Disabilities in Education Act; 20 U.S.C. Chapter 33; and the Federal Regulations ([34 C.F.R. Part 300](#)); and
- [A.R.S. 15-141](#) and [15-142](#)

Student education records are collected and maintained to help in the instruction, guidance, and educational progress of the student, to provide information to parents and staff members, to provide a basis for the evaluation and improvement of school programs, and for legitimate educational research. The students’ records maintained by the District may include—but are not limited to—identifying data, report cards and transcripts of academic work completed, standardized achievement test scores, attendance data, reports of psychological testing, health data, teacher and counselor observations, and verified reports of serious or recurrent behavior patterns.

Visitors to School

DVUSD welcomes visitors to all of our campuses. All visitors are required to report to the school office upon arrival on campus. All visitors will be issued a visitor's badge and must sign in and out upon arrival and leaving. For those who wish to visit a classroom during the school day, it is expected that the teacher and the principal be contacted in advance to arrange a day and time for such a visit so as to avoid any conflicts with the school schedule. No person may enter onto school premises, including visits or audits to a classroom, without approval by the principal. (Ref. DVUSD Board [Policy KI-R](#))

Parents requesting an observation of their child's classroom need to complete a Permission for Visitation/Observation Form, available from the school's office, and submit it to the school's administration for approval. School administration/designee will then notify parents of the scheduled observation time and accompany them to the observation.

School administrators are happy to meet with visitors. Because everyone's time is valuable, please contact the school office to schedule a date and time to meet that works for all parties.

Visitors to our campuses are expected to adhere to the same policies and procedures as our students and staff. If a visitor causes a disruption or otherwise violates a policy, procedure, or law while on a DVUSD campus and the campus administrator deems it necessary for the safety and security of students, staff, and other visitors, the visitor will be immediately removed and local law enforcement may be contacted.

Campus Improvement Team (CIT)

Vista Peak School has established a site-based decision-making council, known as the Continuous Improvement Team (C.I.T.). The C.I.T. meets monthly to discuss school needs and goals. The Continuous Improvement Plan (C.I.P.) is revisited monthly. The primary responsibility of the C.I.T. is to monitor the implementation of the C.I.P. using research and school data to evaluate its effectiveness. The dates, location of the meeting, and an agenda are posted in the school office. The minutes and a complete updated plan are kept on file in the office and available to parents.

Dances

Dances sponsored by Vista Peak School on or off campus follow the general guidelines listed below.

- Dances are open to all VP students. *Suspended students may not attend VP dances if the dance occurs during their suspension.
- Vista Peak students must have a valid I.D. to attend dances or receive permission from an administrator or designee.
- Guest Policy: Pre-approved guest passes must be secured from the Assistant Principal's office. Guests must be in high school or if out of high school, not over the age of 20. All guests must present a valid high school I.D. or valid Drivers' license/State ID. No middle school students are allowed to attend VP dances. Each guest must be accompanied by a Vista Peak student. Guests must stay with the assigned student.
- Poor behavior will cause a student to be asked to leave the dance and the student could face further consequences depending upon their actions. All rules and policies pertaining to student conduct apply to a dance.
- School dress codes apply to dances. (Exceptions are made for formal attire and are at the discretion of administration.)
- At the discretion of the administration, chaperones, or hosts, students may be asked to leave the dance for dancing that is deemed inappropriate.
- VP reserves the right to make guideline changes as needed.

Dress Code

Any attire that detracts from the learning environment is not acceptable. Students should dress in a manner that, in addition to the following guidelines, takes into consideration the educational environment, safety, health and welfare of self and others.

- Clothing must cover the entire buttocks. Shirts and tops may not expose bare midriffs, bare shoulders, nor be deeply or narrowly cut in the front, back, or under the arms. Halter tops, spaghetti straps, and strapless tops are not acceptable. Clothing that exposes undergarments will not be tolerated for males or females.
- Bare feet are never acceptable. In the interest of safety, shoes must be worn at all times. Closed shoes are to be worn for any type of physical activity, such as physical education, cheer practice, weight lifting, etc.
- Jewelry or ornamentation shall not be worn if it presents a safety hazard to self and/or others.
- No hats may be worn inside any campus buildings at anytime, except for properly approved occupational safety headgear required for special classes.
- Defamatory writing, obscene language or symbols, or symbols of drugs, sex, or alcohol on clothing or jewelry are expressly prohibited.

- Tattoos displaying defamatory writing, obscene language or symbols, or symbols of drugs, sex, or alcohol must be covered.

(Ref. DVUSD [Policy JICA](#))

Drug Free Campus

Vista Peak is a Drug Free and Smoke Free campus.

Electronic Devices

As a measure to ensure a quality, uninterrupted educational experience for all students, personal electronic devices such as cell phones, tablets, music players will not be permitted on campus. If a student chooses to bring such electronic devices to campus intended for before and after school use, then they will need to follow the following procedures:

To be completed before entering the first class period:

- 1) Place electronic device in provided container.
- 2) Label container with student's name.
- 3) Hand container to staff member to be placed in locker/secured room until the end of the school day.

In the case that a student fails to act in accordance with this *Vista Peak School Personal Electronic Device Agreement*, the student will be removed from classes until parent/guardian is able to pick up student.

In the case of a family emergency where parent/guardian contact must be made with student, please call Vista Peak Front Office at (623) 445-3900. The message will be delivered to your child immediately.

Students should understand that they bring an electronic device on campus at their own risk. DVUSD assumes no liability for the loss, theft, or damage of any personally owned electronic device on campus. The use of personally owned electronic devices on campus will not be allowed to interfere with the learning process of any student or with the instructional process of a teacher while in the classroom or on campus. Any such interference will be considered a disruptive activity.

NOTE: For campuses participating in the Bring Your Own Technology program, please refer to that campus' student handbook for policies and procedures relating to carrying personal electronic devices on campus.

Food and Nutrition

DVUSD participates in the School Breakfast Program and the National School Lunch Program and is required by USDA to provide the opportunity for households to apply for free or reduced price meals. In July of each year, the DVUSD Food & Nutrition Department will create parent letters, household applications and application instructions for all households of children attending school in DVUSD. The parent letter, household application and application instructions will be either mailed to each household or distributed through the information packet provided to students by their school. Additional parent letters, household applications and application instructions will be available on the DVUSD website, in each schools front office and cafeteria and at the Food & Nutrition Department Office, located at 21421 N. 21st Ave., Building 2, Phoenix, AZ 85027. Households can also apply for meal benefits at ezmealaap.com. Please visit the Food & Nutrition webpage at dvusd.org/mealassistance to learn more about the Meal Assistance Program.

Breakfast/lunch information

DVUSD works hard to provide students meals that are nutritious, cost effective and delicious. All meals are developed to meet the USDA National School Breakfast and Lunch standards as well as meet the cost needs of our families and the tastes of our students. Each day elementary and middle school students have a choice of three different entrées, one of which is always a vegetarian option. Students are also offered milk, fruit and vegetable sides with their entrée. Students are also able to supplement their meal with fresh fruits and vegetables from the fresh fruit and vegetable bar. In order to support the increased independence of our high school students, they are offered an even wider variety of options for both breakfast and lunch. Options include yogurt, breakfast sandwiches and fresh fruit for breakfast and fresh salads, Mexican, Asian, Italian and deli items for lunch. Please visit your school's cafeteria website for more specific menu information. You can visit the Food & Nutrition webpage at dvusd.org/nutritioninformation to learn more about nutrition content of all menu items and allergy information.

Free and reduced lunches

Applications for free or reduced lunch are continuously available from the cafeteria, nurse, or at the front office. Existing free and reduced lunch recipients will need to reapply in the fall.

Adult meals

Parents are welcome to join their child for lunch at their designated lunch time. Please check in at the front office. The cafeteria serves both breakfast and lunch for adults. Breakfast includes an entree with milk, juice, and coffee. Lunch includes an entree, salad or food bar. Adult lunches with a beverage is \$3.50. **For reasons of student safety, visitors are not allowed on the playground after lunch.**

Safe and Healthy Eating

Each cafeteria encourages your student to be seated upright when eating and not to be distracted. Please encourage them to eat slowly, take small bites, and fully chew and swallow their food before talking or laughing. If you pack a lunch and send it with your child, please avoid food items that could be difficult to chew or which could possibly cause choking. Please encourage your student not to eat while walking, running, or engaging in other activities and encourage them to avoid children's games that involve catching a food item in the mouth or putting large amounts of food into the mouth. Eating in the cafeteria should be fun and social, but eating in the cafeteria is a privilege. For those who misbehave or fail to follow these directions, cafeteria privileges may be revoked.

Paying for lunches

Students can pay for their meals and a la carte items using cash, check or pre-paying on their account using EZSchoolPay. Please visit the Food & Nutrition webpage at dvusd.org/studentaccounts to learn more about EZSchoolPay.

Graduation and Promotion

Credit requirements for graduation

- 4 credits of English language Arts
 - 4 credits of Math (Algebra Applications and Financial Math do not meet university requirements)
 - 3 credits of Lab Science (one must be Biology)
 - 3 credits of Social Studies (World History, AM/AZ History, Gov't paired with Econ)
 - 1 credit of Fine Art/CTE
 - 1 credit of Health paired with PE
 - 6 credits of Electives (Universities require 2 of these electives to be a World Language)
- 22 credits to graduate

Beginning with the class of 2017, students graduating must pass the required state of Arizona Civics Test with A 60% or higher. This will be denoted on the transcript as a pass/ fail

Grade requirements for promotion to HS level classes

Students must meet competency requirements in the adopted standards for promotion of students from the eighth (8th) grade as determined by the State Board of Education in the areas of reading, writing, mathematics, science, and social studies. An 8th grade certificate of promotion meets this requirement.

Discipline issues relating to graduation/promotion ceremonies

Commencement and promotion ceremonies are a privilege, not a right. Therefore, appropriate student behavior throughout the school year is directly related to a student's opportunity to participate in this ceremony. Students who engage or participate in behavior (a single event or a series of discipline issues) that violates any of the DVUSD standards for student conduct will be subject to the appropriate disciplinary consequences and may forfeit the privilege of participating in the commencement or promotion ceremony.

Health Center

Balloons

Due to allergy concerns and safety issues, Vista Peak is a latex free zone. Please refrain from bringing balloons on campus for any event as they will be removed. Additionally, balloons will not be delivered to classrooms for special occasions.

Immunizations

The State of Arizona has revised the immunization requirements for preschool, kindergarten and first grade children entering school for childcare. In addition to Diphtheria, Pertussis, Tetanus (DPT) and Polio (OPV) immunizations, youngsters need to complete a second dose of the Measles, Mumps, Rubella (MMR) vaccine and receive at least the first dose in a series of three for Hepatitis B prior to starting school. Children entering Preschool will need Hep A immunizations, there are two needed. Children entering Childcare, Preschool, Kindergarten, First and 7th grade will need to have had Varicella disease (Chicken Pox) or an immunization form.

Parents and guardians should contact their physician, the [Arizona Immunization Program Office](#) (602-230-5852) or their school nurse if they have questions or would like clarification. Copies of the immunization form are available at all district schools. The form includes a place for certification of religious, medical or personal exemptions, if appropriate.

Pupils who lack documentary proof of immunization shall not attend school during outbreak periods of communicable immunization-preventable diseases as determined by the Arizona Department of Health Services or local health department. The department of health services or local health department shall transmit notice of this determination to the school administrator responsible for the exclusion of the pupils.

For information on free immunization clinics, please call the Maricopa County Department of Public Health at 602-506-6900 or visit maricopa.gov/publichealth/services/immunizations/child/locations.aspx.

(Ref. DVUSD [Policy JLCB](#))

Medications

All prescription medications must be stored in the Health Center:

- Forms are available in the Health Center if medication is needed during the school day. Each bottle of medication must be in the original container and the medication form filled out and on file in the Health Center. (Ref. DVUSD [Policy JLCD-E](#))
- Inhalers and self-administered “Epi-Pens” may be carried if the proper medication form has been filled out and placed on file in the Health Center. (Ref. DVUSD [Policy JLCD-R](#))

All over-the-counter medications must be stored in the Health Center:

- Forms are available in the Health Center if medication is needed during the school day. Each bottle of medication must be in the original container and the medication form filled out and on file in the Health Center.

Medications needed during field trips must be furnished by the parent to the teacher. All medications must be in their original containers with label intact and will be kept with the teacher or trip leader for the duration of the field trip. A Field Trip Medical Permission Form must be filled out and returned to the teacher prior to the field trip.

Medication may not be shared with others. Failure to follow these rules could lead to consequences, including suspension or expulsion.

Emergency contacts

DVUSD campuses have Emergency Response Plans written specifically for their sites. These plans contain information needed for an emergency and is kept within reach of administration. In the off chance that an emergency occurs, your child’s school office staff is equipped and ready. These Emergency Response Plans were written in partnership with local law enforcement and are continually updated. Drills are conducted on a monthly basis to properly train students.

When the news breaks that an emergency is taking place at a school, every parent's first reaction is to rush to the campus to pick up his or her child. The fact is, numerous parents arriving at a school at the same time can increase the risk to students. If an emergency occurs at your child’s campus, you will be notified immediately through either text, email, or voice mail with the most current information available along with procedures to follow. Additionally, information will be available on the school’s webpage. Please be sure that your most current contact information is on file at your child’s school.

Parent Concern Contact Information

District Office Reception Phone: 623-445-5000 Hours: 8:00 a.m. – 4:30 p.m.

This phone number is a direct line to the District Office during regular business hours. The District Receptionist will direct the caller to the appropriate area to report a concern.

School Operations Phone: 623-445-4927 Hours: 7:30 a.m. – 4:00 p.m.

School Operations personnel can help with school concerns or issues that parents or students may have in addition to the needs of the public regarding school functions and school activities.

Anonymous Safe School Hotline Phone: 623-376-3262 Hours: 24 hours/7 days a week

The DVUSD has established an Anonymous Hotline for students, parents, educators, or community members to report rumors or information on criminal activity on campuses or against Deer Valley students. Deer Valley is encouraging any information on possible crimes or violent activity to be reported immediately, even if the information is merely a rumor. These calls can be made anonymously, as the district's goals are to maintain safe, secure campuses. In addition, calls on suspected drug use, vandalism, or thefts are welcomed to help hold accountable those who commit criminal acts. When appropriate, information from the Safe Schools Hotline will be shared with local law enforcement. The hotline will be monitored throughout every school day, but should not be considered a replacement for 911. In an emergency or situation requiring immediate police action, (i.e., fire, crime in progress, etc.) a call should be made to 911 to make an immediate report to the proper authorities. Maintaining safe campuses requires the efforts of everyone in the district, including students, parents, educators, and support staff. Safety is an ongoing commitment that is possible only through the efforts of every member of the campus community. Your call could make the difference!

Safe Schools Department Phone: 623-445-4951 Hours: 7:30 a.m. – 4:00 p.m.

The Safe School line is used during regular business hours to help parents, students, and community members discretely report important information such as threats, rumors, and criminal activity.

Answer Now Phone: 602-787-3974 After normal business hours

In an effort to facilitate communications between schools and community members outside of normal hours, the district has subscribed to an answering service. Answer Now is available in the evenings and during school holidays to relay messages from parents, staff members, or the community. There are three areas of focus: Transportation, Facility/ Maintenance, and Safety/Welfare. Answer Now is to be used only in emergencies that may involve a significant maintenance problem or a matter involving the safety or welfare of staff or student.

Identification Cards

Each student will be issued a photographic identification card.

Internet and E-Mail User Agreement

The Network is provided for students/users to conduct research and communication for academic purposes only as determined by the District curricula. Independent access to network services is provided to students/users who agree to act in a considerate and responsible manner. Access is a privilege, not a right, and entails responsibility. Students are responsible for appropriate behavior/communication on school computer networks, just as they are in classrooms or school buildings. Network storage areas may be treated like school lockers. All network administrators/teachers may review files and communications to maintain system integrity and ensure responsible use of the Internet by requesting a search history of websites visited to ensure that such use meets the District's intent as a tool for academic purposes. Files stored on District servers are not private. Communications are public and often uncensored and students may come in contact with materials that are controversial or inaccurate from all around the world. The District uses an internet filtering mechanism that promotes the safety and security of the use of the District's online computer network when using electronic mail, chat rooms, instant messaging, and other forms of direct electronic communications. The District is not responsible for the accuracy or appropriateness of information retrieved, or for lost, damaged or unavailable information. Outside of school, families must bear the responsibility for such guidance as they also must do with information sources such as television, telephone, movies, radio and other potentially offensive media. Parents may revoke their students' Internet/E-Mail privileges at any time by notifying the school in writing.

The following are not permitted:

1. Send, access, download or display offensive messages or pictures
2. Use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language
3. Harass, insult or attack others
4. Damage computers, systems or networks
5. Violate copyright laws and regulations
6. Use passwords of others
7. Share passwords with others
8. Trespass in others' folders, work or files
9. Employ the network for commercial purposes
10. Provide personal information, i.e., names, addresses, phone numbers, card numbers, etc.
11. Tamper as defined in [A.R.S. 13-2316](#) and as described under the infraction Computer/Network Infraction/Telecommunication Device and in the DVUSD Student Rights and Responsibilities handbook
12. Students may not install, copy, or download games, music, movies, and any unauthorized software or violate any copyright laws

13. Post chain letters or engage in “spamming”
Unauthorized access to District network resources

Sanctions:

1. Violations of the above may result in a loss of access
2. Violations of the above may be subject to disciplinary action including expulsion/dismissal
3. When applicable, law enforcement agencies will be involved

By not signing the Internet and E-Mail User Agreement, you must be aware your child may:

2. Observe other students using the Internet
3. Witness classroom teachers using the Internet as an instructional tool
4. Witness other campus staff using the Internet for instructional purposes

(Ref. DVUSD [Policy IJNDB](#))

Law Enforcement On Campus

The Deer Valley Unified School District employs law enforcement officers to provide an added layer of safety on school grounds. Regular law enforcement presence at schools began in 1997 and continues today. Law enforcement officers are commonly invited to elementary schools as classroom guests, to assist with traffic, or to assist with other law enforcement needs. It is expected that law enforcement officers will maintain a professional presence as law enforcement while on school facilities or attending school events. Additionally, it is expected that law enforcement officers will be professionally equipped with standard issued gear, and may use such equipment when necessary to maintain the safety of themselves and those they are employed to protect. (Ref. DVUSD Board [Policy JIH](#), [JIH-EB](#), [JIH-EC](#))

Parent/Community Involvement on Campus

PTSA

The National PTA is the largest child advocacy organization in the United States and one of the largest volunteer organizations. Each local PTA is linked through its membership and acceptance of the PTA objectives and policies to the National and State PTA. Vista Peak School needs YOU to get actively involved.

Volunteering

Volunteering is a scheduled, pre-arranged activity. When a volunteer expresses an interest in working at school and wants to assist with the type of jobs for which help is needed, there are district guidelines that must be followed for safety and legal reasons before a volunteer begins to work. For the purposes of these guidelines and

procedures, volunteers are defined as those people who donate time in schools or with students on a regular or reoccurring basis or serve as chaperones. Guest speakers or those who assist with a single event are not subject to these guidelines unless that single event falls into one of the fingerprint categories.

Volunteers may not bring other children to school while volunteering in a classroom, the office or on a field trip. According to District Policy, GCL – Professional/Support Staff Schedules and Calendars - family members volunteering in employee work areas must meet the following criteria:

Deer Valley Unified School District (DVUSD) Volunteer Training

- In accordance with the District Volunteer Handbook guidelines
- Over eighteen (18) years of age
- High School graduate
- Principal Approval

All volunteers must:

- Complete Basic Training
- Complete, and update annually, a Volunteer Service Agreement to be kept on file at the school
- Complete, and update annually, a Volunteer Registration Card to be kept on file at the school
- Sign in when on campus and sign out when leaving
- Wear an identification badge provided by the school
- Volunteers with no familial connection to the school must also complete an application and provide references
- Follow all school rules

Please visit dvusd.org/volunteering for more information on volunteering on campus.

Personal Property

Vista Peak School assumes no responsibility for student personal items that are lost or stolen on school property or at school sponsored events.

Prohibited items on Vista Peak include, but are not limited to, Rollerblades, skateboards, scooters, go peds, and hover boards. Schools will not store them.

Public Concerns and Complaints

Most concerns and complaints can be resolved at the campus level. Therefore, it is the expectation that when a community member has a concern or complaint, the chain of command guidelines in this handbook ([Guide To Solving Problems & Getting Answers Fast](#)) will be followed. However, Policy KE-Public Concerns & Complaints allows an avenue for written complaints. You may find these forms and the process in [Policy KE](#).

School Information

Vista Peak School

Address

19825 N. 15th Avenue
Phoenix, AZ 85027

Phone Numbers

623-445-3900- Office
623-445-3980 - Fax

24 Hour Attendance:

623-445-3990

Nurse's Line:

623-445-3910

Transportation Contact:

602-467-5090

School vision/ mission statement

Vision

Graduating lifelong learners who will successfully compete, lead, and positively impact the world.

Mission

Our mission is to provide extraordinary opportunities to every learner

Website

<http://www.dvusd.org/Domain/16>

Smoke and Tobacco Free Campus

For the protection of public health, and to set a good example for children, the use of tobacco on school grounds and other district property is prohibited. Parents and other visitors must refrain from smoking or chewing tobacco while on school property or at school-sponsored events such as field trips. The law prohibits the use or possession of tobacco products on school grounds.

Student Activities

Athletics

- **Pursuing Victory with honor**

The Arizona Interscholastic Association's "Pursuing Victory with Honor" initiative is designed to create an environment in Arizona where the student-athlete, coach, official and spectator is committed to "Pursuing Victory with Honor" and teamwork through the six pillars of character, which are TRUSTWORTHINESS, RESPECT, RESPONSIBILITY, FAIRNESS, CARING AND CITIZENSHIP. The Deer Valley Unified School District is committed to this program.

- **No pass/ no play**

All students participating in AIA sanctioned events and school extra-curricular activities must maintain a passing grade in all classes. "No Pass/No Play" guidelines as established by the State Board of Education are in effect. Teachers will be surveyed every week and an athlete failing will receive notification of pending ineligibility. A student failing the same class for two consecutive weeks will be ineligible to participate (Monday-Saturday), unless a subsequent check after one week indicates a passing grade. The ineligibility period will then be one week (Monday-Saturday). The duration of the grade check will be Thursday (12:00 pm) – Thursday (12:00 pm). Students will be able to practice during the ineligibility period. They may not suit up for competitions.

The student and the parent/guardian shall be notified when:

- Ineligibility is pending.
- Ineligibility is determined to be necessary.

Support may be made available to students who become ineligible for extracurricular programs as well as to students notified of pending ineligibility.

The same general standards shall apply for special education students except, that such eligibility shall be determined on a case-by-case basis in relationship to the respective student's individual education programs. In implementing this policy, the following clarifications apply to all students:

- Students must successfully complete all classes in which they are enrolled; consequently, any student who withdraws from a class with a "W/F" or loss of credit due to discipline or any other reason will be ineligible for the duration

of the semester.

- During an appeal process for loss of credit, the student will be ineligible to compete in extracurricular activities.
- **Transfer students**
15.10 TRANSFER RULE- After enrolling and attending one or more classes, a student changing enrollment from one school (sending school) to another school (receiving school) shall be considered a transferring student. A transferring student is not eligible to participate in 50% interscholastic competition at the receiving school. The receiving school administration is responsible for verification of all eligibility requirements, see 2.6.3). For information and record keeping purposes, the receiving and sending school shall reasonably cooperate and complete Form 520. The completed Form 520 shall be filed with AIA by the receiving school.

Clubs

There are many opportunities for students to be involved in a club or activity before and/or after school. Information will be sent home when each club sponsor schedules their activities. Club sponsors are responsible for their students until all of their students have left the school grounds. Students must be picked up immediately (or walk home) at club dismissal. **Students participating in a before or after school activity are not allowed to bring siblings with them to the activity.** There is no supervision for siblings not involved in an activity.

Field Trips

As a part of their learning experience, students are provided the opportunity to visit places of interest in the community. Field trips are relevant to curriculum content being studied in the classroom. When your child's class is planning a field trip, a permission slip will be sent home giving details regarding place, cost, times, and method of transportation. Siblings and other non-chaperones are not permitted as guests on field trips.

A permission slip must be returned for each field trip with a parent/guardian signature in order for your child to participate. Be sure to complete the medical information portion of the permission slip for your child's safety.

Before and after school programs

Our before & after care program provides a safe, on-site, enriching environment for students before and after their regularly scheduled school day by incorporating activities

indoors and out, as well as homework assistance and organized play. Care is available from 6:30 AM until the start of school and after school until 6:00 PM, including early release days. Visit www.dvusd.org/communityed for complete information. Currently this program is not available on the Vista Peak Campus.

Student Parking

****Only Seniors and Juniors are permitted to park on campus****
Seniors will get first priority in purchasing parking permits.

Students may not park anywhere on campus.

1. Students will be assigned a numbered parking space that corresponds to their parking permit number. For students that **carpool**, both students will be given a permit with the same number. The students are responsible for arranging the schedule of which vehicle will occupy the assigned space.
2. Parking Permits **must be properly displayed** in the vehicle it was assigned.
3. **Car pool spaces** – Each student must provide a complete application.
4. **Car pool means** – only one vehicle may park in the assigned space.
5. If a student has a parking permit and then decides to car pool with another student – both students need to see security to switch to a car pool space if available.
6. A student may **not give, sell, or loan** his/her assigned parking space/Parking Permit to another student, including siblings. This will result in the revocation of both students parking privileges. Security will reassign the space.
7. There is a \$5.00 replacement fee for a lost, stolen or mutilated parking tag.
8. Between 8:30 am and 4:00 pm students must park in the student lot. The Staff lot is **OFF LIMITS**. Parking in this area will result in a suspension of parking privileges or other disciplinary action. **You cannot park in front of the Administration building, before 3:45 pm for any reason. Doing so will result in disciplinary action.**
9. Students must follow proper sign-out procedures when leaving early. You will need to be signed out by a Parent/Guardian at the front desk prior to exiting the lot.
10. Displaying a permit in a vehicle other than the one assigned to that space may result in suspension or revocation of parking privileges.
11. Once a parking permit is issued, there will be **no refunds**.
12. Students who forfeit their parking privileges due to failure to follow the rules **will not receive a refund**.
13. **NO LOITERING** in the parking lots, in or out of the vehicle.
14. Searches of vehicles will take place whenever a school official has **reasonable suspicion** to believe that illegal drugs, alcohol, weapons or unauthorized person/persons are contained within the vehicle.
15. All accidents in the parking lot must be reported **IMMEDIATELY** to the office and an incident report must be filed.
16. Students who park in the lot **may not** go to their vehicle or be in the lot during school hours. **THIS INCLUDES LUNCH AND BETWEEN CLASSES**. Violations will

result in suspension of your parking privileges. There will be NO warning for first time offense.

17. **Park at Your Own Risk.** Vista Peak and/or its personnel are not responsible for personal property, theft, loss or damage to vehicles and property.
18. **No Derogatory stickers, drawings, or writing** are allowed to be displayed on vehicles – Ex: 187, 602, silhouettes of naked women, symbols of alcohol products, drugs, weapons, obscene language ETC.
19. **When an alternate vehicle** is driven to school, the student must notify the office before parking. Failure to do so may result in suspension of parking privileges.
20. **If a vehicle is parked in your assigned space – please see the office before parking your vehicle.**
21. Because of limited parking spaces, parking permits will only be offered to Seniors and Juniors. Past parking violations and discipline may be taken into account when assigning parking permits.

Students may be fined or suspended from the lot for any of the following reasons, but **not limited to:**

- **Parking an alternate vehicle in the lot without notifying security.**
- **No Parking Permit.**
- **Parking in the staff lot.**
- **Taking up two (2) parking spaces.**
- **Failure to respond to a parking citation within twenty-four (24) hours.**
- **Excessive speed, squealing tires, passing other vehicles waiting to enter or leave the lot, driving over curbs, driving in the bus lane, service road, or any other unsafe driving practices.**
- **Leaving campus in a vehicle without authorization or with other students without proper authorization.**
- **Failure to have proper permission when leaving campus.**
- **Parking anywhere other than in an assigned parking space.**
- **Failure to comply with the request of Personnel.**
- **Tardiness, absences, or failure to follow parking lot rules.**
- **Parking in handicap spaces, pass thru, or fire lanes.**
- **Derogatory stickers, drawings, or writing displayed on vehicle.**
- **Leaving lot during lunch without permission.**

Violations

The following consequences for each parking violation will be tracked throughout the school year.

1st – A verbal warning will be issued.

2nd – A sticker will be placed on the vehicle window warning that upon the next violations an office referral will happen.

3rd – A Green sticker and an office referral. This violation sticker is to inform the owner that the vehicle will be towed at their expense upon the 4th violation.

4th – The vehicle will be immediately towed. The owner of the vehicle will be responsible for all fees incurred by the towing company. Students having a boot placed on their vehicle will not be eligible for a parking spot the following year.

***SPECIAL NOTE:** If we exhaust parking spaces, a waiting list will be created. Student spaces will be given out in the order they are received.

***PLEASE NOTE:** The school assumes **NO RESPONSIBILITY for damage or theft** of student property. The school will assist in any investigation required, but all parking is at the student's/parent's own risk.

******* Parking permits/parking spaces are property of Vista Peak. *******

Replacement of lost/stolen Parking Permit will result in a \$5.00 replacement charge.

****No Applications will be collected over the summer and No parking locations will be assigned over the summer. Students who have received a spot will collect their parking permits in August.
Payment of \$50 (per semester, prorated at the quarter) due upon receiving space. ****

Student Interviews, Searches and Arrests

Interviews

School officials may question students regarding matters related to school without limitation. The parent will be contacted if a student is then subject to discipline for a serious offense. A student may decline at any time to be interviewed by a law enforcement officer or another peace officer.

If a Department of Child Safety worker or peace officer enters the campus requesting to interview a student attending the school, the personnel of the District will cooperate with the investigating Department of Child Safety worker or peace officer. If a student is taken into temporary custody in accordance with [A.R.S. 8-821](#), school personnel may respond to inquiries about the temporary custody of the child.

If a peace officer enters the campus requesting to interview a student attending the school on an issue other than upon request of the school or for abuse, the parent will be contacted and will be asked if they wish the student to be interviewed, unless directed not to by the peace officer. If the parent consents, the parent will be requested to be present or to authorize the interview in their absence within the school day of the request. Where an attempt was made and the parent could not be reached or did not consent within the school day of the request, the peace officer will then be directed to contact the parent and make arrangements to question the student at another time and place.

When a peace officer is present on the campus to interview students at the request of school authorities, parents will be contacted if the student is to be taken into custody or if the student is subject to discipline for a serious offense.

Searches

School and District officials are authorized to conduct a search when on school grounds, in a vehicle owned, leased or otherwise used by the District or school, or at a school activity, when there is reasonable suspicion that the search will result in the discovery of:

- "Contraband" includes all substances or materials prohibited by District/school policy or state law including, but not limited to, drugs, drug paraphernalia, alcoholic beverages, and/or,
- any material or item which presents an imminent danger of physical harm or illness, and/or
- any materials otherwise not properly in the possession of the student involved.

School lockers, desks, and student storage areas are school property, which the District has made available for use by students for educational purposes and school officials have the right to inspect lockers, desks, and student storage areas in discharge of their duties.

When there is reasonable suspicion that contraband, materials or items which present an immediate danger of physical harm or illness are present in a student automobile, District/school officials have the right to search the automobile when it is parked on or being operated on school property. When the owner of the automobile is other than the person in possession of the automobile, the owner will be notified that a search has taken place.

Reasonable efforts shall be made to notify the student's parent(s)/legal custodian(s)/guardian(s) and secure his/her presence before a search is made. When prior notification will result in a delay, which will impede the purposes of the search, or when efforts to notify are unsuccessful, the District/school official conducting the search shall notify the student's parent(s)/legal custodian(s)/guardian(s) of the search as soon after as practicable.

Personal searches may be conducted by a District/school official when there is reasonable suspicion that a particular student is in possession of contraband, materials, or items which present an immediate danger of physical harm or illness. The searches will be conducted out of the presence of other students and in a private room. Searches of the student shall be limited to:

- searches of the pockets, shoes and socks of the student
- any object in the student's possession such as a purse, backpack, or briefcase

When extreme emergency conditions require a more intrusive search of the student's person, the District/school official shall contact the local law enforcement agency.

Contraband materials as identified in the Introduction above may be seized when found in the course of a search. Any such items seized may be:

- returned to the parent or guardian of the student from whom the items were seized;
- offered as evidence in any suspension or expulsion proceeding if they are tagged for identification at the time seized;
- turned over to law enforcement officers; or
- destroyed

Search Warrants

If a search warrant is served, District/school officials shall not interfere with searches by law enforcement officers who have duly processed search warrants. Every reasonable effort should be made to cooperate with law enforcement officers.

Arrests

When a peace officer enters a campus providing a warrant or subpoena or expressing an intent to take a student into custody, the office staff shall request the peace officer establish proper identification, and complete and sign a form for signature of an arresting officer or interviewing officer. The school staff shall cooperate with the officer in locating the student within the school. Unless asked not to by a peace officer, school officials will notify parents/guardians about the arrest or may, if necessary, explain the relinquishment of custody by the school and the location of the student, if known.

Technology Protocol

All students have the opportunity to use the school's technology resources for their education. These resources will broaden their horizons, provide diverse opportunities, and prepare them for the world of today. They will be able to access the Internet with school resources which has great promise for sharing ideas and knowledge. However, it also has the potential for misuse. Deer Valley Unified School District does filter the Internet in an effort to block material that is not appropriate for students. Acceptable Use Procedures (AUP) have been put into place to outline some of these cautions, provide direction for the use of the resources, and allow for affirmation of student commitment to comply. Violations of the AUP may result in a loss of access as well as other disciplinary action per the Deer Valley Unified School District Students Rights and Responsibilities Handbook or Board Policy.

1. Students agree to act responsibly and with good behavior on any computer, tablet, electronic device, or communications system using DVUSD network 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.
2. The primary purpose of the DVUSD network (including but not limited to the Internet, printers, laptops, 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.
3. Students agree not to tamper with or attempt to illegally access or "hack" any Sierra Verde or district computer resource. Intentional damage or misuse of computers or computer networks will not be tolerated. Intentional creation or spreading of a computer virus will not be tolerated.
4. Students must be responsible in protecting one's own privacy; keep passwords to yourself. Sharing a password, or logging in for someone else, is strictly forbidden. If you know of a security problem with your account or someone else's, inform a teacher or administration immediately.
5. Students agree to abide by the generally accepted rules of "netiquette" and conduct yourself in a responsible, ethical, and polite manner while using any DVUSD technology resource. Suggested etiquette guidelines are available on the district web site.

Internet & E-Mail User Agreement

The Network is provided for students/users to conduct research and communication for academic purposes only as determined by the District curricula. Independent access to network services is provided to students/users who agree to act in a considerate and responsible manner. Access is a privilege, not a right, and entails responsibility. Students are responsible for appropriate behavior/communication on school computer networks, just as they are in classrooms or school buildings. Network storage areas may be treated like school lockers. All network administrators/teachers may review files and communications to maintain system integrity and ensure responsible use of the Internet

by requesting a search history of websites visited to ensure that such use meets the District intent as a tool for academic purposes. Files stored on District servers are not private. Communications are public and often uncensored and students may come in contact with materials that are controversial or inaccurate from all around the world. The District has no control over the nature or content of information from other computer systems and disclaims any responsibility to exercise such control. The District is also not responsible for the accuracy or appropriateness of information retrieved, or for lost, damaged or unavailable information. Outside of school, families must bear the responsibility for such guidance as they also must do with information sources such as television, telephone, movies, radio and other potentially offensive media. Parents may revoke their students' Internet/E-Mail privileges at any time by notifying the school in writing.

The following are not permitted:

1. Send, access, download or display offensive messages or pictures
2. Use obscene language
3. Harass, insult, or attack others
4. Damage computers, systems, or networks
5. Violate copyright laws and regulations
6. Use passwords of others
7. Share passwords with others
8. Trespass in others' folders, work, or files
9. Employ the network for commercial purposes
10. Provide personal information (i.e., names, addresses, phone numbers, etc.)
11. Tamper as defined in A.R.S. 13-2316 and the DVUSD Student Rights and Responsibilities handbook
12. Students may not install, copy, or download games, music, movies, and any unauthorized software or violate any copyright laws.

Sanctions:

- Violations of the above may result in a loss of access
- Violations of the above may be subject to disciplinary action including expulsion/dismissal
- When applicable, law enforcement agencies will be involved

By not signing the Internet and E-Mail User Agreement, you must be aware your child may:

- Observe other students using the Internet
- Witness classroom teachers using the Internet as an instructional tool
- Witness other campus staff using the Internet for instructional purposes

Transportation

Transportation is extended to students in the District as determined by District [Policy EEAA](#). It is not a legal requirement except for transportation of students with special needs as required by their individual education program. The Governing Board requires students to conduct themselves on the bus, prior to boarding the bus, and leaving the bus, in a manner consistent with established standards for classroom behavior. Bus misconduct may result in suspension from the bus and/or school, and/or discipline consequences for behavior on any other school property as defined in this Discipline Handbook. Students who have their bus privileges suspended are expected to be in attendance as per the State's compulsory attendance law.

The driver of a school bus is legally responsible for the orderly conduct and safety of all passengers being transported. All passengers are under the authority of the school bus driver ([ADOT R17-9-104](#)). If there is a serious violation or safety concern on the bus, the driver may return the bus to the school where there is adult supervision. Student(s) may be removed from the bus and the parents will be notified to pick up their child. The driver also reserves the right to sit a child where they deem necessary for a safe ride. Bus suspensions that occur at the end of the school year may carry over into the next school year.

Suspension from the bus may also result in other disciplinary consequences. All suspensions start only after parent contact. Every attempt will be made to contact the parent by phone. If unsuccessful, written notice will be mailed and/or e-mailed to parent. Transportation suspensions are progressive. Schools are notified of bus suspensions.

Students are afforded due process of disciplinary action. Contact the Transportation Department for details.

Glass, animals, insects, balloons, scooters and large instruments are not allowed on the bus. Electronic devices including cell phones may not be used on the bus as they are often used inappropriately and therefore may divert the attention of the bus driver. For students traveling to and from school events such as athletic games or band competitions, personal electronic devices are permitted since the students are supervised by at least one adult (i.e., coach) other than the bus driver during their time on the bus.

Students are required to ride their assigned bus. If a student needs to ride another bus due to an emergency, parents must contact transportation. **NOTES TO THE DRIVER ARE UNACCEPTABLE.**

Video cameras may be on the buses. (Cameras are used by the District primarily for aiding student discipline on the buses.)

If the regional supervisor decides that the alleged misconduct warrants a consequence of a bus suspension, notice shall be provided to the parent/guardian that the student is being suspended from the bus. A suspension cannot be imposed unless the infraction was seen by the driver, the student confessed, or an investigation by the regional supervisor/campus administrator has been performed to verify the facts. All parents/guardians are entitled to view video by appointment with the transportation supervisor. If a parent/guardian disagrees with bus discipline, they may ask the director of transportation for an administrative review to ensure that policies and procedures were followed. The director of transportation will make the final decision regarding discipline action.

For more information, please visit Transportation's website at dvusd.org/domain/115.

(Ref. DVUSD [Policy EE](#))

Video Taping

Video Taping and Auditory Recording Restrictions

Due to students' rights, all audio and video recording, in any format, is strictly prohibited on the Vista Peak Campus unless expressly approved, in writing, by the administration

Video Taping and Photographing of Students for Educational Use

During the course of the school year, your children may be involved in school activities that are captured on video or photographed by the school personnel. If you do not want your children to be photographed, written notification needs to be sent to the school. Complete information on this is sent home in your child's first day packet.

Weapons Free Campus

All weapons, including concealed firearms, are prohibited on Vista Peak premises. Weapons may include but are not limited to Billy clubs, brass knuckles, knife with a blade length of at least 2.5 inches, nunchakus, and other prohibited items as listed in [A.R.S. 13-3101](#). The consequence for having a weapon on campus ranges from a long term suspension to expulsion.