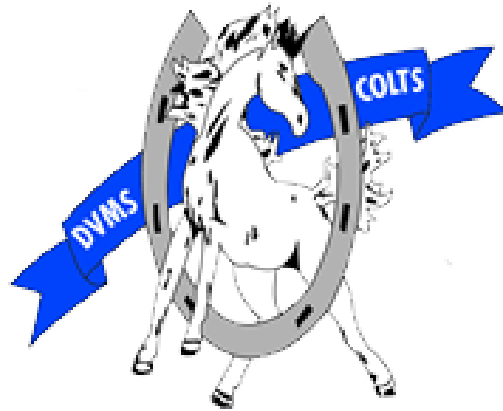


# **DEER VALLEY MIDDLE SCHOOL**



## **HOME OF THE COLTS**

### **STUDENT HANDBOOK and PLANNER**

### **2016 – 2017**

**21100 N. 27<sup>th</sup> Avenue, Phoenix, AZ, 85027 (623) 445 – 3300**

**Deer Valley Unified School District**



## DEER VALLEY UNIFIED SCHOOL DISTRICT 2016-2017 District 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  
10-Month Employees  
Jul. 27

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 Conferences

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 K-12  
Dec 25-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 (K-12)  
Feb. \*13-17 Parent Teacher Conferences  
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 16-17- Senior Final Exams  
May 18- Last Day Seniors - DVHS & SDOHS  
May 19- Last Day Seniors - BGHS, BCHS & MRHS  
May \*23- HS Final Exams - Early Release (9-11)  
May 24- HS Final Exams - Early Release  
Last Day Students - Early Release  
May 25- Last Day 9-Month Employees  
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. 6, 2017
100th Day.....Janu. 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

**Graduation Dates - May 19 & 22**  
\*May 19- Early Release - DVHS & SDOHS Only  
\*May 22- Early Release - BGHS, BCHS & MRHS Only

Adopted 2.24.15



## Deer Valley Unified School District

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

**Deer Valley Middle School**  
**Student Handbook/Daily Planner**  
**21100 N. 27<sup>th</sup> Avenue**  
**Phoenix, AZ 85027**  
**623.445.3300**

**Vision: A Culture that Ignites Leaders and Learners**

**Mission: Excellence + Action = Student Success**

### **Governing Board:**

**Michael Gregoire | Ron Bayer | Kimberly Fisher | Ann O’Brien | Ann Ordway**

### **Superintendent:**

**Dr. James Veitenheimer**

**The Deer Valley Unified School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. For any inquiries regarding nondiscrimination policies contact the DVUSD District Office, 20402 N. 15<sup>th</sup> Avenue, Phoenix, AZ 85027. (623) 445-5000.**

## **Insert Campus Map**

**STUDENT NAME** \_\_\_\_\_**Daily Schedule****1<sup>st</sup> Semester**

<b>Hour</b>	<b>Subject</b>	<b>Room</b>	<b>Teacher</b>
<b>1<sup>st</sup></b>			
<b>2<sup>nd</sup></b>			
<b>3<sup>rd</sup></b>			
<b>4<sup>th</sup></b>			
<b>5<sup>th</sup></b>			
<b>6<sup>th</sup></b>			

**2<sup>nd</sup> Semester**

<b>Hour</b>	<b>Subject</b>	<b>Room</b>	<b>Teacher</b>
<b>1<sup>st</sup></b>			
<b>2<sup>nd</sup></b>			
<b>3<sup>rd</sup></b>			
<b>4<sup>th</sup></b>			
<b>5<sup>th</sup></b>			
<b>6<sup>th</sup></b>			



### QUOTES by Dr. Seuss

Congratulations! Today is your day. You're off to great places! You're off and away! Write down your plans for middle school.

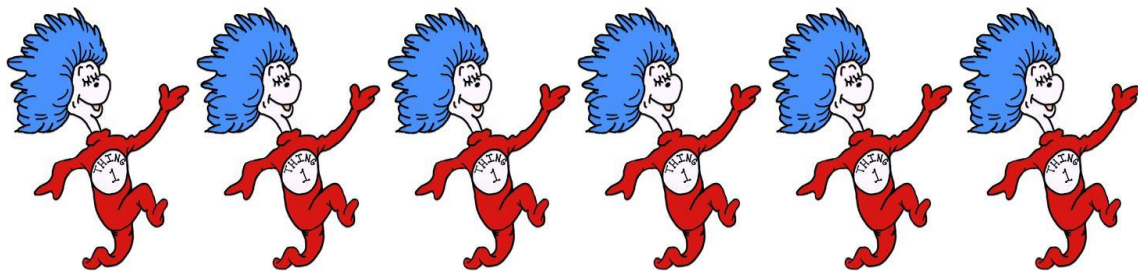
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And when things start to happen, don't worry. Don't stew. Just go right along. You'll start happening too. What does this mean to you as a middle school student?

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## Bell Schedule

<b>1<sup>st</sup> Hour</b>	<b>8:15 – 9:20</b>
<b>2<sup>nd</sup> Hour</b>	<b>9:24 – 10:21</b>
<b>3<sup>rd</sup> Hour</b>	<b>10:25 – 11:22</b>
<b>4<sup>th</sup> Hour</b>	<b>11:24 – 12:58</b>
<b>LUNCH A</b>	<b>11:24 – 11:54</b>
<b>LUNCH B</b>	<b>11:56 – 12:26</b>
<b>LUNCH C</b>	<b>12:28 – 12:58</b>
<b>5<sup>th</sup> Hour</b>	<b>1:02 – 1:59</b>
<b>6<sup>th</sup> Hour</b>	<b>2:03 – 3:00</b>

### GENERAL INFORMATION

#### Campus hours

School Hours 8:15 a.m. - 3:00 p.m.

Office Hours 7:30 a.m. - 4:00 p.m.

In order to be on campus before 7:55am or after 3:15pm a student must be involved in a supervised extracurricular activity, (i.e., sports, student council, yearbook, open tech lab, tutoring, etc.). During this time, all students must adhere to school and district rules.

#### Closed campus

Deer Valley Middle School's campus does not open until 20 minutes prior to the starting time. Once students arrive on campus, they cannot leave the campus unless a parent or guardian signs them out. In accordance with the Arizona State Law, only a person listed on the emergency card may take a student from the campus during school hours. This person will be asked to show some form of identification (i.e., Driver's License). A student leaving campus without permission will be considered truant and disciplinary action will be taken. All visitors must check in through the Main Office and will be issued a visitor pass. Student visitors are not allowed on campus during school hours.

### **Emergency evacuation**

Deer Valley Middle School and DVUSD have developed comprehensive safe school plans. These plans will be practiced with all staff and students, so that they may learn emergency guidelines and procedures.

In the event of a fire or evacuation, students must follow the teacher directions and printed instructions posted in each classroom. Instructions will include forming single file lines, proceeding without talking, reporting to designated areas, etc. This will ensure an orderly, safe process. Classes may return when an "All Clear" announcement is made.

In the event of a lock down, students will hear a verbal announcement. Please follow staff directions and instructions until an "All Clear" announcement is made by administration.

### **Off-site evacuation plan**

The schools in the Deer Valley Unified School District are committed to maintaining safe, secure campuses for our students and staff. In the event that a serious situation occurs, it might be necessary for us to evacuate the campus and remove students to an alternative location to be reunited with their parents. Generally, we will not move students off campus. In the event of an emergency, every attempt will be made to contact you if we are planning on evacuating Deer Valley Middle School to our evacuation location Beuf Community Center. Please remember, our first priority is the students. The local police will make the final determination where we should evacuate and that information will be available on the Deer Valley Unified School District website at [www.dvUSD.org](http://www.dvUSD.org).

### **Deliveries for Students**

Items for students such as lunch money, lunches, homework, P.E. clothes, band instruments, notebooks and sports items may be dropped off at the front office. Students will be notified that a delivery is waiting for them in the front office and that they can pick the item up during **passing periods only**. We do not allow balloons as we are a latex-free campus. Additionally, we do not accept flowers or celebratory food items due to class and campus disruptions.

### **Telephone usage and messages**

In order to maintain the instructional time and process, ONLY EMERGENCY telephone messages will be taken for students. Students will be allowed to make telephone calls in the main office for EMERGENCIES ONLY when accompanied with a pass from a teacher. Additionally, to protect the integrity of the learning environment, non-emergency messages from parents will only be delivered to students during non-instructional times.

### **Bus transportation**

Students in grades 7 and 8 who live more than 1 ½ miles from school will be provided regular school bus transportation to and from school. Students must ride the bus assigned to them. APPROVAL TO RIDE A DIFFERENT BUS FOR ANY REASON WILL BE DENIED. If you normally do not ride a bus, you may not ride a bus for any reason.



## **Activities/clubs/dances**

**After School Dances:** Students must be picked up immediately after the end of the dance. After school dances are held from 5:30 to 7:30 pm. **Any student who is removed from the dance or picked up late may not be allowed to attend the next dance.** School-wide dress code will be enforced at all dances. Students must stay for the entire dance and will not be allowed late entry. Inappropriate/suggestive dancing and/or gestures are not allowed. Students suspended off campus are not permitted on campus for any after school activities/athletic events.

## **Assemblies**

Assemblies are a regularly scheduled part of the curriculum and are designed to be educational as well as entertaining experiences. They provide one of the few opportunities in school to learn formal audience behavior. Regardless of the type of program, courtesy demands that the student body be respectful and appreciative. Whistling, stamping of feet, and booing are not allowed. Students may **not** take pictures or videos during assemblies. Students are not to bring books, notebooks, hats, purses, or personal belongings to assemblies. School discipline procedures will be followed for inappropriate behavior.

## **Clubs**

### **National Junior Honor Society**

Students are selected for membership in Deer Valley Middle School's Chapter of National Junior Society based on five criteria: scholarship, character, citizenship, leadership, and service. The student must have a grade point average of 3.7 and no discipline reports. Our NJHS students participate in many school and community activities throughout the year. Projects include sponsoring school dances and community service.

### **Student Council**

Student Council is a leadership club on our campus. The members coordinate and sponsor many student activities throughout the school year. As a member of Student Council, you must possess leadership qualities, school spirit, and a commitment to work. You also must pass all classes with at least a "C" and have no disciplinary referrals.

## **Cafeteria**

Student lunch accounts may be set up before school in the cafeteria or online at [www.ezschoollpay.com](http://www.ezschoollpay.com). Any additional lunch items will be charged at the ala carte price. When students forget to bring a lunch or forget their money, they may go to the cafeteria manager to receive a sandwich and milk provided they do not abuse this privilege. Students are responsible for cleaning up after themselves prior to leaving the Cafeteria.

**THROWING FOOD FOR ANY REASON IS NOT ACCEPTABLE AND WILL RESULT IN A DISCIPLINARY CONSEQUENCE.**

## Safe and Healthy Eating

Please encourage your student/child/or children to be seated upright when eating and not to be distracted. Encourage them to eat slowly, take small bites, and fully chew and swallow their food before talking and 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. Encourage them not to eat while walking, running, or engaging in other activities. 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.

All students are expected to adhere to the following guidelines so that all members of the community may have a clean and safe lunch period:

1. Students will remain in line in an orderly manner (no cutting, pushing, yelling, etc.).
2. Money should be put on a student's account in the cafeteria before school begins
3. Do not use another student's ID number. If you have forgotten your ID number or money, wait in line and food will be provided.
4. When you have finished eating, clean up your area and throw away trash in the trash cans near the exits.
5. Students are to use the restrooms in the cafeteria during lunchtime.
6. Treat all staff respectfully. This includes cafeteria staff, maintenance staff and monitoring employees.
7. Campus disciplinary procedures will be followed for those students who choose not to meet the cafeteria expectations. Lunchtime is a time for all community members to relax and enjoy a meal. Thank you for supporting our team.

## **STUDENT EXPECTATIONS**

### **Walkers**

Students walking to and from school must use designated crosswalks. Students are not allowed to cross 27<sup>th</sup> Avenue except at the traffic lights. Deer Valley Middle School is responsible for all students the moment they leave home. Students are **NOT** allowed to stop at any convenience store prior to school.

### **Bicycles, skateboards, and scooters**

Bike racks are available and student-provided chains/locks must be used. As with other personal items brought to the Deer Valley Middle School's campus, we cannot accept responsibility for the safety of bikes throughout the school day. The school is not responsible for theft of parts or damage while bicycles are parked in the rack. Bike racks are accessible only off of 27th Avenue. The following rules are to be observed by all bike riders entering and leaving school:

- The school grounds start at the street curbs adjacent to the campus. Students are not to cut through the bus area or parking lots to get to the bike racks.
- When traveling to and from school, all ordinances concerning bicycle safety must be observed. Students who violate city and school bicycle guidelines will jeopardize their privilege of bringing a bike to campus. Serious injury can be prevented through observation of these rules.
- Students who arrive on bicycles must use the bike rack and each bicycle must be locked individually. Bike riding is not allowed on school grounds at any time.
- *Skateboards, roller skates, shoes with wheels, scooters, and roller blades* are **not** allowed on campus. Students should not ask staff to be responsible for their personal property.

Upon dismissal, a similar procedure is to be followed. Additionally, you may never ride your bike, scooter, or skateboard anywhere on campus. **Violation of these expectations will result in suspension of your privilege to ride your bike, scooter, or skateboard to school.**

### **Gum**

Gum **is not allowed** on campus due to the potential damage to carpeting, furniture, etc... Use of and/or possession of gum on campus will result in the confiscation of gum and detention.

### **2016-2017 Protocol for electronic devices**

Students are **NOT** to use their personal cell phones or other electronic devices **WHILE IN CLASS** unless specifically directed by the teacher for instructional purposes. **All electronic devices, including cell phones, iPods, ear buds, etc. must be put away upon entering campus. Electronic devices are NOT permitted during passing periods.** The use of cell

phones in the classroom without teacher permission, at any time, will be considered a disruption to the learning environment and will follow the progressive discipline steps.

### **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 any time, 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.
- Students must refrain from wearing "night wear" items (such as pajama pants, slippers, etc.) to school

### **Public Display of Affection (PDA)**

PDA includes kissing, hand holding, and/or extended hugging. Consequences range from verbal warning to 5 day suspension based on number of offenses and severity of offense.

### **Sharpies/permanent markers**

Sharpies and/or permanent markers are not allowed on campus and will be confiscated.

### **Aerosols/spray perfumes**

Due to various allergies, aerosols and spray perfume are prohibited on campus and will be confiscated.

### **Beverages**

Only water or clear Gatorade bottles are allowed on campus. Students **will not be allowed** to have on campus any type of energy drink or drinks that are in to-go cups, i.e. Starbucks, fountain drinks from convenience stores, or fast-food beverages. Violations of this expectation will result in the **confiscation** of the drink.

## **13 Attendance**

### **Attendance line**

A parent/guardian must call the absence line at 623-445-3390 within 24 hours to excuse all absences. This line is available 24 hours a day, so your parent/guardian may call and leave your information as soon as you know that you will be absent.

The minimum attendance standard for the Deer Valley Unified School District is 90% of the days of the school year per A.R.S.§15-802 and A.R.S.§15-803. Extenuating circumstances will be considered on an individual basis.

### **Signing Out**

1. For your safety, your parent/guardian will be required to show picture identification at the time of check out. We will not pull you from class prior to your parent/guardians arrival as we work to maximize classroom learning time.
2. In an effort to minimize interruptions to the classroom at the end of the day, students cannot be checked out any later than 2:45 pm on regular scheduled days and 11:20 am on early release days, as this time is reserved for homework assigned and end of the day instructions. Please keep this in mind when making appointments.

### **Homework**

If you are absent for THREE (3) or more consecutive days, **please email or call your teacher** to obtain homework. Once arrangements with teachers have been made, homework may be picked up in the Front Office. You may bring any homework completed while you were absent with you when return to campus or it may be dropped off at the Front Office where it will be distributed to the appropriate teachers.

### **Tardiness**

Tardy means arriving late for school and/or class. The parent/student is responsible to assure promptness in arriving to school and to class on time. Tardiness to school will be excused only with a doctor's note or by parents signing a student into school. Excessive tardiness will be addressed by the school administration team. All other tardies will be classified as unexcused and the student will be sent to the Sweep Room until the start of the next class period. A teacher may call to have the student sent to class at teacher discretion.

### **Sweep (2016-2017 STARTS Monday 8/15/16)**

Classroom instruction is vital for the learning process. Students will have 3 minutes passing time between each class. It is the student's responsibility to get to each class before the bell rings. Any student not in his/her assigned class location will be sent to the Sweep Room by the classroom teacher. Students may not sweep themselves. Students more than 10 minutes late at the start of the school day without an appropriate excuse will receive an unexcused absence and go to Sweep.

Students sent to Sweep will remain in the Sweep Room for the rest of the period; however, a teacher may call a student back to class at his/her discretion. Sweeps will be counted and are cumulative for the year. Sweeps will follow the progressive discipline steps.

Any student who is in Sweep and wants credit for homework assigned prior to the sweep, must turn the work in to the teacher the same day of the sweep. It is the responsibility of the student to get an assignment, handouts, etc., on the same day of the Sweep and have it prepared on the due date.

### **Sweep Process**

Students are expected to be in their classrooms when the bell rings.

- Tardy students will be instructed to report to ISS.
- Students who arrive to school late, will be sent to ISS until the end of the period (unless escorted by a parent).
- Once a student receives three sweeps in a quarter, parents will be notified.
- On the fourth sweep, students will receive a disciplinary consequence. In addition, progressive discipline for each additional sweep.

Discipline includes the following:

- Warning
- Conference
- Notify administrator on the 3<sup>rd</sup> occurrence and contact parent.
- In school/Out of school suspension

Note: Discipline behaviors during sweep will result in progressive discipline.

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

Please refer to the 2016 - 2017 Student Rights and Responsibilities Handbook for complete information on this program.

## **Academics**

### **Academic Honors**

You will receive a Principal's List certificate for each quarter you earn A's in every subject with no incompletes. You will receive an Honor Roll certificate for each quarter you earn B's or higher in every subject with no incompletes.

### **PowerSchool access**

Parents and students have their own user name and password to log on to PowerSchool, the Deer Valley Unified School District grades and attendance website. You may view your attendance and grades using this access and we recommend that you check your grades at least weekly. You will be able to see if you have any missing assignments or homework by clicking on the percentage listed under the grade for each subject.

### **Exploratory-elective classes**

Exploratory classes are one (OLD VERSION=quarter in - SEMESTER length. Due to the complexity of scheduling and the availability of offerings, exploratory classes are selected for the students. We offer: Art, Creative Publications, PE, General Music and Family and Consumer Science. Elective classes are yearlong courses and consist of Band and Choir.

### **Physical Education expectations**

Each student is expected to be prepared for class. For physical activities, a change of clothing is required. Generally shorts, a shirt, and tennis shoes with socks allow for the best movement. Shirts should be without zippers or buttons and have the last name of the student clearly printed across the front. Shorts should be without zippers, buttons, or belt loops and should also include the name printed on the leg. Shoes should be laced crisscross fashion to allow for a quick and efficient snug fit providing for safe movement for physical activities. During the colder months we suggest warmer clothing that allows for freedom of movement, such as sweatshirts and sweatpants. In addition, all students are expected to participate appropriately and to give a good effort each day.

### **Physical Education lockers**

**Students should be reminded that items must be locked in P.E. locker during P.E. class. This is their responsibility and the school assumes no liability for items stolen.**

Students should understand that:

- Student lockers are the property of the school system and remain at all times under the control of the school system.
- The school system retains the right to search student lockers for any reason, at any time, without notice, without student consent and without a search warrant.

- Students are totally responsible for all items found in the locker as well as being financially liable for any damage occurring to the locker. P.E. lockers should be kept locked at all times. (As a reminder, aerosol containers can be subject to explosion and may not be brought to school.)
- Locker combinations or locks may be changed by the teacher only. A \$5.00 fee will be charged.
- Only school locks may be used.
- Students are not to share lockers.

### **Progress Reports / Report Cards/Conferences**

You will receive a progress report from your 1<sup>st</sup> hour teacher during the middle of each quarter. You will receive your reports cards at the end of each quarter. You are expected to share progress reports and report cards with your parents/guardians. At any time, you or your parents/guardians may contact the counseling office to set up a conference with any or all of your teachers. Parent teacher conferences will be held on **October 27, 2016** and again on **February 16, 2017**. You are expected to attend these conferences with your parents/guardians.

If you or your parents/guardians are concerned about a grade, you must contact your teacher first. If the issue remains unresolved, your parent should address the issue with the department chair before bringing it to the attention of the administration.

### **Promotion Procedures**

Student progression in grades 7-8 is determined by a variety of indicators, as defined by state standards and district expectations, which are aligned with the Arizona College and Career Readiness Standards (AZCCRS). These expectations include specific levels of student performance on locally determined assessments, including universal screenings and ongoing progress monitoring, and results of statewide assessments.

Promotion from one level to the next level is based upon each student's progress toward the accomplishment of high standards that are both challenging and achievable. The evaluation of each student's progress will be based upon the student's classroom work, observations, tests, district and state assessments, and other relevant information.

### **Promotion criteria**

#### **Achievement**

- A. Achievement:** The minimum requirement for promotion to the next grade level is a D or higher in the final grade in **ALL** four core academic subjects.

A student must pass all four core academic subjects (English language arts, mathematics, science and social studies) in order to qualify for promotion to the next grade. Within specific guidelines, schools shall have the authority to "place" a student who does not meet promotion requirements based on the best educational interest of the child.



**Attendance**

- B. Attendance:** The minimum attendance standard for the Deer Valley Unified School District is 90% of the days of the school year per A.R.S.§15-802 and A.R.S.§15-803. Extenuating circumstances will be considered on an individual basis. Students who are absent 10% of the school year, or 18 days, may need to be retained.

**No decision for Retention shall be made without parent/legal guardian involvement.****Reassignment criteria**

Students who fail a core academic subject must pass that subject in summer school in order to be reassigned. Summer school is at parent/legal guardian's expense. Seventh grade students who will be 15 years old during the upcoming school year and/or will have attended grades seven and eight for three years will be reassigned to the 8<sup>th</sup> grade. Students who will be 16 years old during the upcoming school year and/or will have attended grades seven and eight for three years will be reassigned to the high school.

**Promotion ceremony procedures**

In order to participate in the Promotion Ceremony, Deer Valley Unified School District promotion and retention procedure states that students must receive a final year end passing grade of a D average or better in each of the following courses: Language Arts, Math, Science, Social Studies, PE, and Exploratory. All Exploratory course grades will be averaged for a final year end grade. Behavior may also be a determining factor.

**Grading procedures**

Teachers will communicate to parents all grading practices and procedures at the beginning of the school year.

It is recommended that the assignment of academic grades for each subject area be based on a composite or average of a student's performance on daily assignments, homework, tests, projects, and other classroom activities determined by the classroom teacher. No one test or project should be more than 25% of the total grade.

**Grading system**

In all classes letter grades A, B, C, D, F will be used. Plus and minus designations will not be used. **NOTE – not in Handbook: Grade Weighting – Academy classes are different**

90-100	=	A
80-89	=	B
70-79	=	C
60-69	=	D
59 & below	=	F
I	=	Incomplete
N	=	No grade given
P	=	Pass (given to teacher assistants)

## **Homework Philosophy**

Homework is essential for increasing and reinforcing student learning and achievement for course standards. Through homework or independent practice, teachers provide students' opportunities to increase their understanding of essential knowledge relating to course standards. Homework means a student is engaged in applying new learning in order to get to as close to mastery of a standard as possible. Teachers should assign homework that extends course learning in a manner that is appropriate to a student's age, grade level, and achievement level. Homework may also be differentiated to meet individual students' learning needs to help increase student mastery of skills. Student participation is critical in order to receive specific feedback on how to improve and become successful in meeting course standards. In addition to increasing student achievement, homework also provides the student opportunities to develop critical, independent study skills and self-discipline for their own educational journey.

## **Homework Guidelines and Procedures**

Research provides strong evidence that, when used appropriately, homework benefits student achievement. To make sure that homework is appropriate, follow these guidelines:

### **Time Guidelines**

- Carefully assign home practice so that it is appropriate to students' age and achievement levels. Also, be careful that home practice does not take too much time away from other home activities (Marzano & Pickering, 2007).
- Homework directly related to the standards-based instructional objectives can be assigned using the following time guidelines:
  - Grades K-1: **up to 30** minutes per night across all content areas
  - Grades 2-3: **up to 60** minutes per night across all content areas
  - Grades 4-6: **up to 90** minutes per night across all content areas
  - Grades 7-8: **up to 120** minutes per night across all content areas
- Content areas need to collaborate on how much work is given each evening.
- Larger projects or assignments should be split up over multiple days.
- Homework times can be differentiated for the needs of each student.

### **Assigning Homework**

- Assign purposeful work for students to practice at home. Focus on giving students home practice tasks such as practicing a skill that has been addressed in class to deepen the students' understanding and knowledge, providing students opportunities to extend their learning through independent investigation, or allowing for differentiation that allows students to explore topics of their own interest (Marzano & Pickering, 2007).
- Create independent practice opportunities that maximize chances for student completion and success. Ensure independent practice is the appropriate level of difficulty for each

student so that they may complete the assignments with success independently. Home practice should also be challenging enough to make it interesting and valuable as a learning tool (Marzano & Pickering, 2007).

- When evaluating independent practice, the teacher will provide students valuable feedback on their learning in a variety of ways. Feedback is critical for improving student achievement. Homework should be no more than 5% of the grade.

### **Parental Involvement**

- Parental involvement in home practice should be supportive of student learning without the expectation that parents are teachers at home or are there to police the students' homework completion, possibly have parents assist by listening to their students summarize their learning. It is important to recognize that each student has a different support system at home and that successful home practice should be possible for each student in each different home environment (Marzano & Pickering, 2007).
- Parent access to the PowerSchool portal, ps.dvUSD.org, can assist in reviewing assignment due dates, emailing teachers and viewing current grades. Please see the front office staff for login information.

Reference: Marzano, R. & Pickering, D. (2007). The Case for and Against Homework. *Responding to Changing Demographics*, 64(6), 74-79. Retrieved from: <http://www.ascd.org/publications/educational-leadership/mar07/vol64/num06/The-Case-For-and-Against-Homework.aspx>

### **Make Up Opportunities**

#### **DVUSD Board Regulation IKEA-R (I-7261):**

When a student is absent from school, teachers shall provide an opportunity for the student to make up work for any absence in order to close learning gaps from time away from school. A student who is absent from school misses a valuable part of the benefit of in-school education and may experience challenges in understanding content and curriculum that was missed which may put the student at risk from meeting content standards. Adjustments may be made when it is in the best interest of the student(s).

- Each teacher will provide the student's assignment(s) and any handout or materials necessary for accomplishment of such assignment(s), allowing a minimum make up period of one (1) day for each day absent. Teachers may adjust time based on the individual needs of the student or assignment.
- School sanctioned and/or approved events should not negatively impact a student's grade.
- Students who miss school work because of unexcused absences or suspensions will be given the opportunity to make up missed work for credit. Teachers shall assign such make up work as necessary to ensure academic progress, not as a punitive measure.
- When age appropriate, the student is responsible to go to his/her teacher(s) the first day back from an absence to find out what work was missed and to develop a plan to

make up those assignments. This would include, but not limited to, such things as notes, homework, tests, laboratory assignments, performances, and projects.

- If the teacher is unable to supply the student with a make-up assignment, the student will not be held responsible for that make up assignment.
- If work is not turned in by the time the assignment is due, and the student fails to provide an acceptable explanation of the extenuating circumstances that would merit an extension, the teacher may choose to not accept the student's make up work and may seek alternative assignments or assessments to determine proficiency on subject matter.
- Daily Assignments vs. Long-Term Projects: There is an important distinction between daily/formative assignments and long-term/summative projects. Make up policies regarding long-term/summative projects are at the discretion of the individual teacher based on the time-frame of the student's absence and the requirements of the long-term project.
- In situations where the student will be absent for more than (3) three days, due to illness, or when the parent notifies the office that the student will be absent more than one (1) week for other reasons, teachers may provide required assignments in advance or send assignments with the student.
- In the case of school absences for up to three months due to chronic health conditions certified by a doctor, procedures in DVUSD board regulation, Exclusions and Exemptions from School Attendance (JHD, J-1961) will be followed for student make up work.

**Not in Handbook: after school tutoring only in LA/Math - Title One Bus**

## Athletics

The sports offered at Deer Valley Middle School are as follows: **QUESTION: st waiting for game?**

### Fall Sports

Volleyball (B/G)

Cross Country \*

### Winter Sports

Basketball (B/G)

Wrestling \*

Spiritline

\*No Cut (Participation may be limited)

### Spring Sports

Baseball

Softball

Track\*

### Athletic Fee

The District requires an athletic fee of \$60.00 per sport with an individual student cap of \$120.00, a family cap for middle school siblings of \$240.00, and a family cap for siblings attending both middle and high school of \$300.00.

### Requirements for participation in athletic opportunities

- **Concussion Class:** Students must complete an on-line concussion class prior to try-outs. The class can be found at <http://aiaacademy.org/users/login/brainbook> .
- **Physical:** A physical is required for all DVUSD students participating in sports and must be completed prior to try-outs.

### Eligibility requirements

In accordance with the state of Arizona's regulation and Deer Valley Governing Board Policy, only those students deemed academically eligible may participate in extra or co-curricular activities in which competition is an integral part of the organization. Students must be passing all subjects to be eligible. Study sessions will be available for students needing assistance.

### Ineligibility

- An absence of more than ½ day of school on the day of the event will make you ineligible. Students who go home ill may **not** return to school to participate in extra-curricular activities.
- A failing grade in any subject area - Students will be allowed to participate in competitions only when they can show passing grades on mid-reports, progress reports, or report cards. Each of these grading periods determines the student's eligibility until the next grading period approximately 2 ½ weeks later.
- The teacher and the coach may limit participation in a sport due to disruptive behavior and/or poor attitudes.
- If a student receives a detention, in-school suspension or out-of school suspension, the student may **not** participate in or attend any extracurricular activities including:

practices, games, competitions, dances, etc... Parents may **not** change scheduled detentions due to conflict with extra-curricular activities.

## **Media Center Sonia Leiva**

### **Behavior**

Disruptive, disrespectful, or disturbing behavior in the Media Center will NOT be tolerated and may result in loss of privileges. Food, candy, gum, drinks, etc. are not allowed in the Media Center. Please leave the Media Center neat and orderly.

### **Circulation**

You may have two books checked out at a time except during May. The books circulate for a period of two weeks and may be renewed one time prior to the due date. Overdue books may not be renewed. Overdue books must be returned before you will be allowed to check out additional books. After checking out a book, its care is your responsibility. If it is lost, stolen, or damaged, you will be charged. Report cards and school records will be withheld until the damage and replacement fees have been paid. Textbook prices range from \$10.00 to \$70.00.

### **Computers**

Several computers are available in the Media Center for your use. Computers must be used for academic purposes only. The Media Center offers Internet access to students with a signed Internet and E-mail User Agreement form.

### **Hours**

The Media Center opens at 7:55 am and closes for the day at 3:10 pm. You may also use the Media Center during your lunch period; however, you must stay in the Media Center for the entire lunch period. Media Center passes may be issued by any of your teachers and are required during school hours.

### **Passes**

All students need a pass to enter the Media Center unless they are a part of a scheduled class. Students must sign in and out on the clipboard and get the pass signed before leaving the Media Center.

### **Textbooks**

**Students are responsible for library and textbooks they are issued, until they are turned in at the end of the year.** Any damage or loss is the student's responsibility. Report cards and school records may be withheld until the damage and replacement fees have been paid.

## **Health Center**

The school nurse is the consultant for students concerning health problems. Procedures for students visiting the nurse's office are consistent throughout the campus. Students must get a pass from their teacher or a staff member to go to the nurse. If the nature of the illness or injury is urgent in nature, the student may report directly to the nurse's office. During the first and last periods of the day, students are encouraged to remain in class unless the illness is of an urgent nature, or there is an accident.

All students requesting to be excused from P.E. must bring a signed note from his/her parent. If it is a one-day excuse it needs to be given to the P.E. instructor. Excuses for more than one-day need to be taken to the nurse. The nurse will then write an "excused from P.E." pass for the student. Any request for an excuse over three days must be accompanied by a doctor's written excuse.

According to the Student Rights and Responsibilities Handbook regarding medication:

### **All prescription medications must be stored in the Health Center:**

1. 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.
2. 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.

### **All over-the-counter medication must be stored in the Health Center:**

1. 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.

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

## **Deer Valley Middle School Discipline Guidelines**

### **MTSS/RTI - B: Response to Intervention – Campus Discipline Plan**

#### ***(The DVMS School-Wide Prevention Program)***

Our progressive discipline is based on the Multi-Tiered System of Supports (MTSS) Response to Intervention – Behavior (RTI-B) program.

Students are expected to conduct themselves in a proper manner at all times. Specific guidelines are outlined in the DVUSD Student Rights and Responsibility (SR & R) Handbook. The school rules apply coming to school, going home from school, and at all school-sponsored events. General misbehavior is handled by the classroom teacher in the following manner:

#### **Progressive behavior interventions**

**Step 1: Redirection**

**Step 2: 1<sup>st</sup> Minor Incident one on one conference with student**

**Step 3: 2<sup>nd</sup> Minor Incident sent to Buddy Room/Think Sheet/Parent Contact**

**Step 4: 3<sup>rd</sup> Minor Incident Lunch Detention/Schedule Parent Conference**

**Step 5: 4<sup>th</sup> Minor Incident Office Referral**

**Consequences for inappropriate behavior will be given according to the DVUSD discipline guidelines as outlined in the Student Rights and Responsibility (SR & R) Handbook.**



**Insert Protecting the Colt Way...**

### **Administration Discretion**

Administration will exercise discretion when determining consequences and may assign a more or less severe consequence than outlined in the guidelines below. An underlined infraction indicates that an administrator may opt to use an in school suspension as a possible disciplinary action in lieu of out of school suspension. All violations must be reported to ADE. An asterisk (\*) indicates that the violation must also be reported to local law enforcement.

### **Progressive Discipline**

Progressive discipline will be used in cases in which a student commits the same infraction repeatedly over the duration of the student's tenure in the District. Progressive discipline is discipline that is carried over year to year. For example, if a student is disciplined once for Endangerment during his/her 6th grade year and then again for Endangerment during his/her 8th grade year, the later incident may be categorized as a second offense and may warrant a more severe consequence than the minimum consequence listed in the discipline matrix in this handbook.

### **Searches**

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

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

Please review the District Student Violence, Harassment, Intimidation/Bullying policy on pages 1-2 of your Student Rights and Responsibilities Handbook. An electronic copy of the handbook

can be found at: [www.dvUSD.org](http://www.dvUSD.org) under the Parents & Students tab; within the Handbooks/Forms link on the Parents & Students Directory.

### **In School Suspension (ISS)**

This program is designed to provide strictly structured supervision to those students who by their behavior have indicated a lack of self-discipline and/or disruption to the orderly conduct of the classroom or the school. During this period of reassignment, four objectives are enacted:

- To serve as a consequence for unacceptable behavior.
- To modify negative attitudes towards the academic environment and authority figures so that the student will refrain from unacceptable behavior upon return to the classroom.
- To help students become aware of the control they have over their own behavior and of how their behavior affects others.
- To help students learn to make responsible decisions and effectively solve problems.

Assignment to the In School Suspension room will follow DVUSD guidelines which have established consequences for first referral, second referral, and repeated offenses. However, a single incident may be severe enough to warrant a more extreme consequence. Parent conferences with administration and/or staff will be held whenever needed prior to the student re-entering the regular classroom setting.

**Any student who violates ISS protocol will be sent home for the day.**

Students are responsible for completion of all academic work missed during a suspension.

Multiple In School Suspensions, a severe violation, repeated offenses, or failure to follow In School Suspension procedures may result in off-campus suspension.

### **OTHER POLICIES - AS INCLUDED IN THE GOVERNING BOARD POLICY MANUAL & DEER VALLEY UNIFIED SCHOOL DISTRICT STUDENTS' RIGHTS AND RESPONSIBILITY HANDBOOK**

Offenses that also violate state laws, such as alcohol, arson, drugs, assault, trespassing, explosive devices, etc., may also result in police involvement or action. Discipline following severe offenses may result in any of the following:

- In School Suspension (ISS)
- Out of School Suspension (OSS)
- Out of School Suspension (OSS) and recommendation for expulsion
- Long-Term Suspension (LTS)
- Expulsion

The purpose of this handbook is to build common understanding of responsibilities, rights and district expectations for building a positive and productive school culture. Additionally, we desire parental communication and engagement in working with your children.

**Insert Students Rights & Responsibility (SR&R) Violation pages 45-57**

**Insert Student Planner pages**