

Dear Queen Creek High School Student,

As principal of Queen Creek High School, it is my absolute pleasure to welcome you to the 2020-2021 school year. I can safely speak for all of the staff when I say that we are all excited to have students back in our classrooms and hallways, filling our amazing school with energy and enthusiasm for learning.

At QCHS we are committed to helping every student feel welcomed, connected, and a part of our Bulldog family. Additionally, we strive to challenge each student to grow in his or her academic abilities and to be college or career ready by the end of their four years. QCHS has fantastic teachers who spend hours creating classroom activities to engage our students in their learning. Our teachers utilize research-based best practices and analyze academic data to determine current skill levels and to set individual goals for growth and continuous improvement. We believe in and model, growth mindset, believing that anything is possible through hard work, effective teaching and learning strategies, and positive reinforcement.

At QCHS you will have the opportunity to choose from a wide array of challenging courses. We offer a number of Honors, Advanced Placement, Career and Technical Education, and Dual Enrollment courses to help you get the most out of the educational experience. In addition to taking advantage of these academic opportunities, we would strongly encourage you to get involved in the many athletic and extracurricular clubs and activities that we have to offer here. We believe that all students should graduate from high school prepared for the demands of postsecondary education, meaningful careers, and effective citizenship. Participating in a variety of educational experiences and opportunities will help you accomplish this!

We hope you find this handbook to be a valuable resource that you can consistently reference as you navigate your way through this school year. In addition to this handbook we would like to encourage you to take the time to become familiar with [our school website](#), follow us on Twitter (Queen Creek HS@QCBulldogs) and check us out on Facebook (Queen Creek High School@queencreekhs). We have some amazing things planned this year and you won't want to miss out!

In closing, I would like to reiterate that it is truly a privilege to be a part of a community where parents, teachers and students care for each other and strive to build positive, impactful relationships that support academic and social growth. If you have any questions, please don't hesitate to reach out to me and I would be happy to help any way I can.

Once again, welcome back and GO BULLDOGS!

Julie Oster
QCHS Principal

QUEEN CREEK HIGH SCHOOL

2020-2021

Student Handbook

*High Achievement
in a
Safe and Caring Environment*

22149 E Ocotillo Road
Queen Creek, Arizona 85142

Front Office : (480) 987-5973

Attendance : (480) 987-5967

Fax : (480) 882-1276

Web site : [QCHS Website](#)

Principal: Ms. Julie Oster

Assistant Principal: Mr. Jim Richardson

Assistant Principal: Ms. Jennifer Ray

Assistant Principal: Ms. Katrina Gruse

Dean of Students: Ms. Tara Bernier

Athletics Director/Assistant Principal: Ms. Renee Regoli



Mission Statement

Empowering a community of lifelong learners who embody pride, integrity, and excellence in all pursuits.

Vision Statement

Queen Creek High School, in partnership with our students, parents, and community, will prepare all students to be college and career ready by fostering pride in self and school through the use of innovative and challenging curriculum taught in a safe and caring environment.

Guiding Principles

We value students. Each child is unique. We provide an environment where individuality and talents are respected and each student's greatest potential will be attained.

We value quality teachers. We strive to recruit, retain, and support excellent teachers. Our staff should be highly qualified and credentialed professionals who consistently develop their skills and knowledge of instructional practices for the benefit of their students.

We value small class sizes. We believe small classes provide the best learning environment for students and teachers.

We value our community's history. We strive to uphold a sense of tradition, citizenship, integrity, and a strong work ethic.

We value quality education. We provide the best education for each student by challenging, supporting, and preparing them for the 21st century; to be innovative and culturally educated; and to be lifelong learners.

We value college and career readiness. Students will graduate with critical thinking, problem-solving, technical, and leadership skills along with the ability to communicate globally.

We value opportunities for students to participate. We provide multiple opportunities for students to participate in high-quality extra- and co-curricular activities.

We value family and community involvement. Their support is critical to our overall success.

Positive Behavior Intervention Supports (PBIS)

PBIS is our district-wide way to help students and teachers understand consistent school-wide expectations. Our district-wide behavioral expectations are: Be Kind, Be Respectful, and Show Integrity. Students will be reinforced for demonstrating the expectations and individual skills tied to each expectation in order to encourage consistent positive behavior on our campus and all campuses district-wide. On the pages that follow, you will find our Queen Creek High School Expectation Matrix and Reinforcement System.

QCHS Bulldog Rising Dog Tag Reinforcement System

Immediate Rewards	Short Term Rewards	Long Term Rewards	Staff Rewards
<ul style="list-style-type: none"> When student is observed demonstrating Bulldogs Rising expectations, they receive a Dog Tag from staff Dog Tags list expectation plus student and staff names <p>Students turn Dog Tags into</p> <ul style="list-style-type: none"> Office Bookstore Library Cafeteria Spirit Store 	<p>Weekly/Monthly Drawings</p> <ul style="list-style-type: none"> Once per week tickets will be drawn Last Friday of the month tickets will be drawn 	<p>Quarterly/Semester Drawings</p> <ul style="list-style-type: none"> Last day of quarter tickets will be drawn Day before first day of finals tickets will be drawn 	<ul style="list-style-type: none"> At all drawings, when student is recognized, the referring staff member is also recognized Local business gift cards as available Coupons for jeans day, period coverage, or leave early

QCHS PBIS Behavior Expectation Matrix

Expectations ↓ Locations Rules →	Be Kind	Be Respectful	Show Integrity
Classroom	Speak positively to and about others Show empathy Offer support	Use school appropriate language Use materials appropriately Be on time Use electronics with permission	Make smart choices Participate Complete your own work
Cafeteria	Welcome others to sit next to you Speak positively to and about others Share when others have nothing	Use school appropriate language Clean up messes Eat in designated areas	Make smart choices Wait your turn in line See something, say something
Office	Greet visitors Speak positively to and about others Be a school ambassador	Use school appropriate language Follow staff directions Use manners	Make smart choices Protect privacy Use equipment appropriately
Bathroom	Keep hands, feet and objects to yourself Speak positively to and about others	Clean up messes Flush toilet after use Maintain privacy	Make smart choices See something, say something
Locker Room	Keep hands, feet and objects to yourself Speak positively to and about others	Use school appropriate language Maintain privacy	Make smart choices Only take your own items
Common areas	Treat others as your would want to be treated Speak positively to and about others	Use school appropriate language Clean up messes Follow staff directions	Make smart choices Use furniture as intended Be mindful of nearby instruction



2020-2021 Calendar

July 22	First Day of School for Students
August 5	Early Release
August 19	Early Release
August 21	Quarter 1 Progress Report
September 2	Early Release
September 7	Labor Day – No School
September 25	Quarter 1 Grades - Early Release
September 28 - October 9	Fall Break - No School
October 12	School Resumes
October 28	PSAT Late Start
October 21	Early Release
November 4	Early Release
November 11	Veterans Day – No School
November 13	Quarter 2 Progress Report
November 25	Early Release
November 26-27	Thanksgiving Holiday – No School
December 9	Early Release
December 17	Semester 1 Final Exams – Early Release
December 18	Semester 1 Final Exams – Early Release
December 21	Semester 1 Report Card
December 21 – January 1	Winter Break - No School
January 4	School Resumes
January 13	Early Release
January 18	Civil Rights Day - No school
January 27	Early Release
February 5	Quarter 3 Progress Report
February 10	Early Release
February 15	President's Day - No School
February 24	Early Release
March 5	Quarter 3 Grades - Early Release
March 8-19	Spring Break – No School
March 22	School Resumes
March/April TBD	AIMS (Science Only)/AzMERIT
April 7	Early Release
April 2	April Break - No School
April 23	Quarter 4 Progress Report
May 5	Early Release
May 19	Semester 2 Final Exams – Early Release
May 20	Semester 2 Final Exams - Early Release
May 21	Semester 2 Report Card

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Annual Public Notification of Nondiscrimination

Queen Creek Unified School District does not discriminate on the basis of race, color, national origin, gender, age, or disability in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of their operations. The Queen Creek Unified School District does not discriminate in its hiring or employment practices.

This notice is provided as required by Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990. Questions, complaints, or requests for additional information regarding these laws may be forwarded to the designated compliance coordinator(s). Steve Ray, Director of Special Education, 20217 E. Chandler Heights Rd., Queen Creek, AZ 85142. 480-987-5935.

Notificación de Non Discriminación (Spanish Version)

Queen Creek Unified School District no discrimina raza, color, nacionalidad, género, edad, o incapacidad de admisión a sus programas, servicios, o actividades, en acceso a ellas, en el tratamiento a individuos, o en ningún aspecto de sus operaciones. El Queen Creek Unified School District tampoco discrimina en sus contratos o prácticas de empleados.

Esta noticia es provista y requerida por el Título VI del Acto de Derechos Civiles de 1964, Sección 504 del Acto de Rehabilitación de 1973, Título IX de la Enmienda Educativa de 1972, en el Acto de Era de Discriminación de 1975, y el Acto de los Estadounidenses con Habilidades Diferenciadas de 1990. Preguntas, quejas, o para más información con respecto a estas leyes pueden remitir por al coordinador de complacer. Steve Ray, Director of Special Education, 20217 E. Chandler Heights Rd., Queen Creek, AZ 85142. 480-987-5935.

Fight Song

**Get tough and fight, Queen Creek Bulldogs,
Get tough and fight for victory
Fight for the purple; protect our gold
Show the school what you can do... (Shout) FIGHT! FIGHT! FIGHT!
Onward and upward climb our dogs
On with the honor, poise, and pride
You know what to do, so
Go and get it too!
And bring back home a victory for Queen Creek High!**

Alma Mater

**In the valley where the sun shines,
'Neath the sky so broad and blue,
Stands a school called Queen Creek High School,
We'll remember you.
Queen Creek, Queen Creek, where our teachers taught us,
Queen Creek, Queen Creek, with our friends so true,
When our days here all have ended,
We'll remember you.**



ATHLETICS

Go to: qchsathletics.com

No Pass No Play Policy (Attendance & Eligibility Requirements) Academic support, in the form of grade checks will be performed to encourage and ensure academic integrity to our student athletes. All Students, other than those enrolled in E-Academy, receiving a "D-" in any class on a Progress Report, or a Semester Grade, will not be eligible to participate in AIA sanctioned events until they have improved their grade(s) to a 65%. Eligibility checks for E-Academy students will be determined by student progress in each class. An ineligible student may practice but will not be allowed to participate in any competition. Student athletes may not be deemed ineligible during the 2 week breaks or at the start of a semester. After each official grading period, weekly grade checks must be completed on each subsequent Friday. Ineligible students who have earned a 65% in their class(es) will be eligible on the following Monday. Students and/or parents shall be notified of ineligibility or pending ineligibility through coaches. However, students, parents and coaches are reminded to consistently check StudentVue, so the student athlete is aware of current grades. Once a student regains eligibility, the student will remain eligible until the following official grading period. Grades will reset at the beginning of each school year. Please contact the high school athletic office for further clarification.

All students, including those enrolled in **E-Academy**, must be enrolled in a minimum of 5 classes to be eligible to participate in student athletics.

Family Passes

This is for all home games for the entire year, excluding Region and State Playoff games:

Two Persons	\$150.00
Family (up to 5 immediate family members/2 adults only)	\$200.00
Family (over 5 immediate family members/2 adults only)	\$250.00

Extra-Curricular and Co-Curricular Eligibility

Non Athletic Students must have a 65% or above in all classes in order to participate in Extra-Curricular and Co-Curricular activities unless the activity is a credit-earning requirement for the class.

Students are not permitted to transport themselves to participate in off-campus school activities without prior administrative approval.



ATTENDANCE

ABSENCES

- An absence is defined as a student not being present in his/her assigned classroom during his/her assigned period or if he/she arrives more than 10 minutes after the final bell.
- An unexcused absence is any absence from one or more class periods which have not been excused by a parent and do not meet the excusable absence. As specified by state code and school policy, students may only be excused from school for:
 - Personal illness or illness in the family
 - Court appointment (documentation must be provided)
 - Quarantine in the home (health officials set length)
 - Death of a relative
 - Observance of a religious holiday
- The minimum attendance standards for the Queen Creek Unified School District is 90% of all scheduled class meetings. A student who reaches 10 absences, excused or unexcused, during a semester may lose credit in the class or classes in which the 10 days are recorded.
- Parents will be notified when a student reaches 5, 7, and 10 absences.
- By state law, a student must be withdrawn from school after 10 consecutive days of absences. Parents may request a re-entry conference if the absences have been due to illness.
- Truancy is 5 days of unexcused absences. Students who are habitually truant are subject to disciplinary action ranging from detention to suspension and possibly cited.
- Once a student is on campus, a parent cannot excuse their son/daughter without signing them out through the office. A parent wishing to have a student excused before the close of the day must go to the school office and sign the student out. Photo ID is required to sign a student out of school.
- Seniors who are 18 years of age or older may request a self-excusing form upon parent request. These forms are available in the Attendance Office and require administrator approval.

Steps to follow when absent

Parent/Guardian should call the Attendance Office at **480-987-5967** as early as possible each day the student is absent. The Attendance Office opens at 6:30 a.m. Parent/Guardian should call by 9:30 a.m., or the automated phone caller will notify the parent/guardian. Any absence not excused within 48 hours will be considered unexcused.

C.U.T.S

School attendance is not only a good habit, state law requires it. Arizona State law (§15-8072. A, 15-803.E) requires every person who has custody of a child between the ages of six and sixteen years shall make sure the child attends school for the full time school is in session unless unable to attend due to illness or another legitimate reason.

To encourage and improve school attendance, Queen Creek Schools have implemented a truancy program in partnership with Maricopa County Juvenile Court. This truancy program is

called C.U.T.S. (Court Unified Truancy Suppression). We will be tracking attendance very closely. Your child is expected to be at school every day, unless there is an excused reason not to be. An absence is defined as a minimum of one missed class period per day. An unexcused absence will count as a truant day as defined by law. A student is "habitually truant" if he/she has five or more unexcused absences from school. A student that is absent more than ten percent (18 days) of the required number of school days per year is considered to have "excessive absences" whether the absence is excused or unexcused.

When a student has five or more unexcused absences or 18 excessive absences (excused OR unexcused), the student can be cited to the CUTS Program through the Juvenile Court. The hearing will be held on the school campus with representatives from Queen Creek Schools and the Juvenile Court. A parent or legal guardian must be present with the student at the time of the hearing. Consequences at the hearing may include the following: required attendance of the parent and the child at an education class (to be held on Saturdays), work hours assigned to the child, counseling, etc. The parent will be assessed a \$50 Diversion fee. Failure to complete these consequences may result in suspension of your child's driver's license, or inability to get a driver's license until their 18th birthday and/or formal court proceeding. It is the parent's/guardian's responsibility to ensure their child's attendance in an approved academic setting. If you fail to take the necessary steps to provide your child with the appropriate education you may receive a citation. If convicted, it is a class 3 misdemeanor punishable by jail time and/or fine.

The education of your child is extremely important to us. This program is another way that Queen Creek High School is working with the community to ensure a quality education for all students. If you have any questions or concerns, please feel free to contact Queen Creek High School.

TARDIES

Attendance is taken each period at the beginning of class. A student is considered unexcused tardy if he or she isn't in the classroom by the end of the final bell.

TARDY CONSEQUENCES

- All tardies are recorded. Tardies will accumulate throughout each semester.
- Unexcused tardies may result in consequences such as a conference, phone call home, detention, Saturday School, etc.
- Parents are only allowed to excuse tardies for a student's first class of the day.
- A student will be marked absent if he or she arrives 10 or more minutes after the final bell.

MAKEUP WORK/LATE WORK

- It is the student's responsibility to initiate scheduling for make-up work if the student is absent for a field trip, athletic event, or any other planned absence. Any work due on the day of a planned absence should be submitted per the deadline unless prior communication with the teacher has taken place.
- **Excused absence** - Students will be allowed the number of days absent, plus one day to make up the assignments without penalty.
- **Unexcused absence**- Students may turn in late work or missed work for up to a maximum of 90% credit. Students can turn in late work or makeup work through the end of the unit assessment.

BELL SCHEDULES

Regular Bell Schedule**Early Release Schedule**

Period	Time	Period	Time
0 Hour	6:30-7:20	0 Hour	6:45-7:15
1st Hour	7:25-8:18	1st Hour	7:25-7:55
2nd Hour	8:23-9:16	2nd Hour	8:00-8:30
3rd - A Hour	9:21-9:51	No Achievement Hour	
4th Hour	9:56-10:51	4th Hour	8:35-9:05
5th/6th Hour	5th Lunch-10:51-11:21 6th Class-11:26-12:19 5th Class-10:56-11:49 6th Lunch-11:49-12:19	5th/6th Hour	5th Lunch-9:05-9:35 6th Class-9:40-10:10 5th Class-9:10-9:40 6th Lunch-9:40-10:10
7th Hour	12:24-1:17	7th Hour	10:15-10:50
8th Hour	1:22-2:15	8th Hour	10:55-11:25

Assembly Bell Schedule

0 Hour	6:30 - 7:20
1st Hour	7:25 - 8:10
2nd Hour	8:15 - 9:00
3rd Hour - A Hour	No Class
4th Hour	9:05 - 9:50
5th Hour LUNCH	9:55 - 10:25
6th Hour	10:30 - 11:15
5th Hour	9:55 - 10:40
6th Hour LUNCH	10:45 - 11:15
7th Hour	11:20 - 12:05
8A Assembly	12:10 - 12:50
8B Assembly	12:55 - 1:35
8C Assembly	1:40 - 2:15

FINAL EXAM SCHEDULE

Thursday, December 17, 2020
Wednesday, May 19, 2021

Friday, December 18, 2020
Thursday, May 20, 2021

0 Hour 6:30 – 7:20
 Period 1 7:25 – 8:44
 Period 2 8:49 – 10:07
 Period 5/6 10:12 – 11:30

0 Hour 6:30 – 7:20
 Period 4 7:25 – 8:44
 Period 7 8:49 – 10:07
 Period 8 10:12 – 11:30

On the first day of exams, Lunch will be served 11:30 busses arrive at 12:00

On the second day of exams, Sack lunches will be available for students to pick up on the way to the busses.

SENIOR SPRING FINAL EXAM

<u>Thursday, May 13, 2021</u>		
0 Hour	FINAL	6:30 - 7:20
Period 1	FINAL	7:25 - 8:45
Period 2		8:50 - 9:20
Period 4	FINAL	9:25 - 10:45
Period 5		10:50 - 11:30
	<i>6th Lunch</i>	11:35 - 12:15
Period 6		11:35 - 12:15
	<i>5th Lunch</i>	10:50 - 11:30
Period 7	FINAL	12:20 - 1:40
Period 8		1:45 - 2:15

<u>Friday, May 14, 2021</u>		
0 Hour	FINAL	6:30 - 7:20
Period 1		7:25 - 8:05
Period 2	FINAL	8:10 - 9:30
Period 4		9:35 - 10:10
Period 5	FINAL	10:15 - 11:35
	<i>6th Lunch</i>	11:40 - 12:10
Period 6	FINAL	10:50 - 12:10
	<i>5th Lunch</i>	10:15 - 10:45
Period 7		12:15 - 12:50
Period 8	FINAL	12:55 - 2:15

FINAL EXAMS

- An excused absence during final exams is defined as an illness, family death or funeral only (documentation will be required).
- All students are required to take the final exam during the designated exam period.
- Exams are not given early unless it is approved by the principal.
- Students with an **excused absence during the 1st Semester exam week must make up their final exam(s) within two (2) weeks after the start of the second semester.
- Students with an **excused absence during the 2nd Semester exam week must make up their final exam(s) within two (2) weeks of the end of school.



COUNSELING & GUIDANCE SERVICES

COUNSELING AND GUIDANCE SERVICES

The Queen Creek High School Counseling and Guidance Center offers services to students in three major domains: academic advisement, career guidance, and personal/social development. Counseling and guidance services are available for all students, their parents, and school staff. Students may see the counselor regarding anything that concerns them. To make an appointment with your counselor, sign up with the counseling secretary before/after school or during lunch only.

- **Academic Advisement Services** include assistance with high school registration, placement, four-year planning, and progress monitoring. Further, each student will have access to information about post-secondary opportunities, including college selection, admission procedures and financial aid applications. Specific scholarship information can be obtained through the counseling office. If you are interested in a scholarship, or other financial aid, contact the counselor as soon as possible. Information on colleges, careers and scholarships are found online at www.qchs.qcusd.org.
- **Career and College Guidance** will focus on helping students to identify their career interests and aptitudes, providing information on the entire spectrum of career options, and suggesting course selections that will prepare students for chosen career areas. All students will be required to complete an Education Career Action Plan (ECAP). Additionally, students interested in attending a college, university, or technical/trade school are encouraged to see their counselor or a college and career specialist. Students may be:
 - Advised of school entrance requirements and necessary paperwork to begin the admission process.
 - Assisted with preparing for entrance exams (SAT/ACT/Accuplacer).
 - Given financial aid information.
 - Assisted with financial aid forms.
 - Taken on field trips to various school campuses to help students with making informed decisions about where to obtain post-secondary education and training.
 - NCAA Eligibility Center can be accessed through the QCHS Counseling website on the [Queen Creek Unified School District](#) website under "Important Links."
- **Personal Counseling** will be offered on a prevention, intervention, and referral basis. Students are encouraged to consult with the counselor and/or school psychologist on an individual basis when they are faced with a problem or concern which so preoccupies them that they are unable to deal with the demands of school and home life.
- **Students in Distress:** Students in distress who are reporting or exhibiting great pain, anxiety, depression, physical or mental suffering or are expressing suicidal/ homicidal ideations will be referred to the school psychologist and the Student in Distress Protocol will be followed to help students and parents get the appropriate treatment and intervention.
- **Substance Abuse Education Program:** QCHS has partnered with Banner MD Anderson Cancer Center, to offer a Substance Abuse Education Program for students who are found to be in violation of the district drug policy. This program is for students who are first-time offenders. This is intended as an educational program only and not as treatment of addiction issues. Students may be required to participate in the Substance Abuse Education Program as part of his or her discipline. This intervention is to help students and parents understand the issues affecting their education.



DANCES & ACTIVITIES

The purpose of school dances is to provide students an opportunity to gather together socially outside of the school day at a safe, fun event that contributes to increased school spirit and camaraderie.

Here are some reminders to help create a safe and healthy dance environment:

1. Ticket Sales

- Pre-sale tickets will be available for purchase at the QCHS Bookstore prior to the dance.
- Depending on pre-sale numbers relative to gym/venue capacity, a limited number of tickets may be made available for purchase at the door of the dance. These tickets may be purchased by QCHS students with a current school-issued photo ID. Total tickets may not exceed the gym/venue capacity as per fire code.
- Students will not be issued refunds for prepaid dances.
- NOTE: Students should not purchase a dance ticket for a guest until they have confirmed guest pass approval by the Assistant Principal. There will be no dance ticket refunds issued for guests who are not approved. See "Guests" section below for additional important information.

2. Admission

- All QCHS students must present their school-issued photo ID card and ticket at the door of the dance. No exceptions.
- QCHS Administration reserves the right to search purses/bags at the door of the dance. Only small purses/bags will be allowed. Oversized purses/bags, backpacks, and/or duffle bags are not allowed inside the dance.
- Foods, beverages, and beverage containers are not allowed inside the dance. (Exception: foods and beverages provided by the school.)
- All students entering the dance venue may be issued a wrist band to be worn as proof of admission.
- Students on suspension may not attend dances or other school-sponsored events that coincide with suspension dates.

3. Guests

- "Guest Pass Request" forms may be obtained from the Administration Office approximately one month prior to the dance. Only currently-enrolled QCHS students may request a guest pass form. Completed guest pass forms must be returned to the Administration Office one week prior to the dance for approval by the Assistant Principal. All guests must arrive with their QCHS host student. An approved guest pass must be on file at the check-in table in order for a guest to be granted admission to the dance. No exceptions. Additionally, all guests must present school- or state-issued photo ID at the door to be admitted. No exceptions. There is a limit of one guest per QCHS student. Guests must be a current high school student and/or under the age of 21.
- The QCHS host student obtaining the guest pass is responsible for the behavior of their guest. Guests must be accompanied by the QCHS host student at all times.
- NOTE: Students should not purchase a dance ticket for a guest until they have confirmed guest pass approval by the Assistant Principal. There will be no dance ticket refunds issued for guests who are not approved.

4. Prom

- Prom is organized and hosted by the Junior Class. It is for upperclassmen only. Freshmen and sophomores may attend if invited by a junior or senior student. Guests may also attend if invited by an QCHS junior or senior student. The guest pass policy/protocol described above must be observed.

5. Lighting

- Lighting in the gym or other dance venue will include standard security lighting in addition to lighting provided by the DJ.

6. Music

- The Student Council sponsor is responsible for providing a "no-play" song list to the DJ prior to the dance.

7. Transportation

- Students are responsible for their own transportation to and from any dance. Once a dance ends, students must immediately leave the property.
- Parents/guardians picking up students from a dance are asked to do so promptly when the dance ends. Thank you.

8. Parking Lot

- Vehicles parked in the school parking lot are subject to search.
- "Party buses" transporting students to a dance are subject to search.

9. Behavior

- Appropriate behavior is the expectation for all students and their guests who attend QCHS dances. All district/school rules apply and will be enforced.
- Students who arrive under the influence of or in possession of contraband substances or items will be referred to a school administrator and the MCSO officer on duty, parents will be notified, and students will be subject to school discipline and possible action by law enforcement.
- Students who are removed from the dance for any reason will not be issued a refund.
- Suggestive/lewd dancing, grinding, moshing, etc., is not allowed.
- Students not displaying appropriate behavior may be asked to leave or may receive one warning in the form of admissions wristband marking or removal.

10. Chaperones

- All dances are chaperoned/staffed by QCHS faculty, administration, security personnel, and MCSO officers.
- Prior to the dance, all chaperones will be apprised as to their shift (if applicable), assigned location, and specific responsibilities.

11. No Re-Entry

- Students are not permitted to leave then re-enter a dance. Once a student leaves the dance, they must immediately leave the property.

12. Photos

- At some dances, there will be an opportunity to have photos taken by a photographer inside the dance venue. Fees for photos will be announced prior to the dance.

13. Dance Hours

- High school dance hours are from 7:00 p.m. to 10:00 p.m. (Exception: Prom is from 8:00 p.m. to 11:00 p.m.)

14. Clean Up

- The sponsoring organization is responsible for organizing and supervising the clean up after any dance or activity. Clean up must be completed immediately after the activity. Gym-floor tarps must be rolled up and stowed, decorations must be removed, trash must be bagged and taken to the dumpster, and spills must be mopped up. The sponsoring organization members, supervised by their sponsor, may clean up, or, at the organization's expense, they may hire custodial staff during their off hours only to clean up the venue. Charges for off hours will be calculated at a time and a half rate. Contact administration for more information about this option.



DRESS CODE

The Board recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference. The Board will not interfere with the right of students and their parents to make decisions regarding their appearance except when their choices affect the educational program of the school or the health and safety of others. The District encourages students to take pride in their attire as it relates to the school setting. Clothing that is disruptive or that detracts from the educational process or is destructive to school property is inappropriate. Because the school environment is a workplace, acceptable clothing for school may be different than clothing that may be worn in other environments. When in doubt, parents and students should select more conservative clothing. Students deemed inappropriate in their attire will be directed to the administration office to obtain acceptable clothing and may result in further disciplinary action. Parents will be notified for repeat offenses.

The following items are considered inappropriate for the school settings:

- Any attire such as, but not limited to, exposing chest, cleavage, abdomen, genital area, or buttocks.
- Clothing must not be see-through and must cover a student's undergarments, chest and torso, when standing or sitting
- Any attire deemed to be gang related or affiliated with a negative group. This includes any altered clothing such as, but not limited to, bandannas, memory shirts and headgear.
- Any "in memory" attire.
- Any attire that is deemed to be vulgar, profane, racially or sexually suggestive, or obscene or promotes violence, threats, or intimidation.
- Hats and sunglasses may be worn outside.
- Clothing, accessories and/or jewelry may not state, imply, or depict hate speech/imagery targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any other protected classification.
 - Any attire that presents a risk to the health, safety or general welfare.
 - Jewelry that presents a safety hazard to self and/or others, this includes spiked jewelry, chains, or other potentially dangerous accessories.
- Clothing or patches that advertise, display or encourage the use of alcohol, tobacco (in any form), drug paraphernalia, weapons, violence and/or illegal substances of any type.
- Low-cut shirts, see-through shirts, bare-midriff shirts, or clothing that is backless or razor-back shirts that are revealing.
- Tank tops with shoulder widths less than one and one-half (1 1/2) inches.
- Muscle shirts, undergarments worn as outer garments, tube tops, short skirts or short shorts, pants that drag excessively to the ground, trench coats, or any clothing that allows your underwear to show.
- Visible tattoos that are considered inappropriate.
- Shoes must be worn at all times. Closed shoes are to be worn for any type of physical activity, such as physical education, et cetera.

Exceptions for special activities, health advisements or other considerations may be preapproved by the campus administrator. Student dress shall not present a hazard to the health or safety of the student or to others in the school, materially and substantially interfere with school work, create disorder, or disrupt the educational program, cause excessive wear or damage to school property nor include any type of clothing, 21 accessories and/or jewelry that is worn with the intent to convey affiliation with a criminal street gang as defined in A.R.S. §13-105. Discriminatory or obscene language or symbols, or symbols of sex, drugs, or alcohol on clothing are prohibited. Students may wear clothing, accessories and jewelry that display religious messages or religious symbols in the same manner and to the same extent that other types of clothing, accessories and jewelry that display messages or symbols are permitted. Students who volunteer for extracurricular activities, such as athletics, band, chorus, etc., are subject to the standards of dress as defined by the sponsors of such activities. School administrators will make the final decision regarding the appropriateness of any student's appearance. Any apparel which the administration determines to be unacceptable in light of the above community standards is prohibited. Students who violate the dress code policy are subject to the discipl



GENERAL STUDENT INFORMATION

ACTIVITIES PROGRAM

Queen Creek High School offers extensive opportunities for all students to participate in the activities of their choice as an integral part of their school program. Club and class experiences are designed as an extension of the academic needs and interests of all students.

CLUBS AND ORGANIZATIONS

For a list of current clubs and organizations, please consult the administration office.

AREAS RESTRICTED TO STUDENTS

The following areas are restricted to students during the school day. A written pass (from administration or designee) is required for student access to:

- **Parking lot**
- **Gym, gym hallways, and locker rooms (unless assigned to a class).**
- **Athletic fields/facilities (unless assigned to a class)**
- **Performing Arts Center (unless assigned as a class)**
- **Hallways during lunch, class time, before or after school**
- **LDS Church parking lot or building unless assigned to a class or parking.**

ASSEMBLIES

Assemblies are held for a variety of purposes: to teach, to entertain, to display school spirit, to celebrate and to honor various students, teams, clubs, and/or organizations. Members of the audience should respect and show courtesy toward the rights of the performer(s) and/or speaker(s). All assemblies are considered part of the regular school day. Students are required to attend assemblies, arrive on time, and sit with their assigned classes. Students who do not attend their assigned assembly are subject to disciplinary action.

BOOKSTORE

Textbooks will be distributed to students at the beginning of the school year. Students who have outstanding textbooks will not be issued new textbooks until the outstanding books are either returned or paid for. Students are required to pay for all lost or damaged textbooks. This includes defacing or removing bar codes. Students are responsible for returning the EXACT book that was checked out to them. Barcodes must match, or credit will not be given for the returned book.

All fees, such as lost book payments, class fees, athletic fees, and parking fees, are paid in the Bookstore. **NO REFUNDS WILL BE GIVEN AFTER 9 WEEKS FROM THE BEGINNING OF THE SCHOOL YEAR.** If a class is dropped, or if a student requires a refund for any reason, the student **MUST REQUEST IT WITHIN 9 WEEKS OF SCHOOL STARTING.**

All outstanding debts must be paid BEFORE a parking permit or yearbook can be purchased. Also, these types of fees must be paid before payments can be applied to "extras" such as field trips, etc.

BUS PASSES

Any student wishing to ride a bus, other than their normally scheduled one, will need to obtain a bus pass from the Administration Office by the end of lunch hour. A note written and signed by a parent (student name, bus number, who student is riding with or bus stop, contact number and date) requesting their child to ride a different bus must be submitted. No phone calls will be accepted for bus passes except in emergency situations. The Administration Office

will issue a temporary bus pass for students who have forgotten their student ID.

CLOSED CAMPUS

Queen Creek High School is a closed campus. Students may **NOT** leave the campus once in school or during lunch. Parents who sign out their students must do it through the Attendance Office. Once school has started, any student needing to leave school, without a parent/guardian present to sign them out, will need to have a written and signed note from parent/guardian or a phone call placed to the Attendance Office. Students must sign out through the front office and obtain an off campus pass before leaving. EVIT students who plan to ride the bus to EVIT must remain on campus until the EVIT bus departs. Leaving campus and returning to ride the bus is prohibited. Students will not be allowed on the bus if they have left campus.

COMMUNICATION

- **TELEPHONE**

If a parent/guardian needs to contact their son or daughter, during the regular school day, please contact 480-987-5973. We respectfully request that parent/guardian only do this in the case of an emergency. There is a designated phone in the front office for student emergency use only. **Parents are discouraged from calling or texting their son/daughter's cell phone during the school day, as cell phones are not allowed during class time.**

- **ITEM DROP OFF**

Items needed by your student during the school day are to be dropped off at the Front Office. Students will be notified to pick up deliveries between class periods or at lunch. Balloons and celebratory items are limited to one or two items.

- **E-MAIL**

To communicate with a faculty member through e-mail, use all lower case letters, no spaces, initial of first name, last name and @qcusd.org – For example, John Doe would be jdoe@qcusd.org.

- **STUDENTVUE**

QCHS uses the secure site, StudentVue to post student grades. You can login at any time to check your student's current grades and missing assignments. To access the website go to **http://qcsvue.apsc.org** and type your student's name and password. Please make sure your contact information is up-to-date. This system is a great way to keep communication open between teacher, student and parents.

STUDENT/PARENT - TEACHER COMMUNICATION

Student/Parent concerns about a class or teacher (grades, assignments, communication, etc) should be communicated first with the teacher. Any subsequent unresolved concerns should then be communicated to the department chair. Administration may be contacted as a final resort.

EMERGENCY PROCEDURES

State law requires that all schools practice evacuation drills. The purpose of these drills is to acquaint all students with the different exits depending on the area they may be in at the time of the evacuation drill. In case of an evacuation drill, students must exit in an orderly, efficient manner. In the unlikely event of a fire, bomb or other emergency requiring the evacuation of the building, notification will be given by sounding the fire alarm, making an announcement

over the public address system, or sending a message in the case of a power outage. When notification is received, students should follow the evacuation plan posted in their rooms. Students who are at lunch during the emergency should evacuate through the nearest exit and then report to a teacher at the football field. Students should not attempt to return to classrooms during an emergency evacuation. EXCEPTION: When there is an emergency lockdown situation, students and teachers will follow the A.L.I.C.E. protocol until further notice.

FAMILY HANDBOOK

Queen Creek High School references the [QCUSD Family Handbook](#) when addressing student Code of Conduct.

FIELD TRIPS

Field trips are an earned educational privilege and are aligned with Arizona State Standards. Students attending a school related field trip must turn in a signed permission slip on the required due date, pay non-refundable entrance fees, follow school appropriate dress code and school policies. In addition, the schools may provide additional non-educational field trips for students who have met specific requirements for various programs/clubs.

FOOD IN CLASSES

Food or drinks may be allowed in the classroom with teacher permission, however drinks must be in a sealed container.

GRADUATION

Students in grades nine through twelve (9-12) must earn 22 credits of required and elective course work in order to graduate from Queen Creek High School.

REQUIRED SUBJECTS	GRADUATION REQUIREMENT 2013 & AFTER	ARIZONA UNIVERSITIES ENTRANCE REQUIREMENTS
English	4	4
Mathematics	4	4 (Algebra +)
Science	3	3 (Lab)
Social Studies	3	2
Modern Language	0	2
Physical Education	1	0
CTE/Fine Arts	1	1
Required Courses	16	16
Elective Courses	6	0
Total Required	22	16

Please see the course catalog for requirements for the Scholastic Diploma and Fine Arts Seal.

The graduation ceremony is formal. Students are required to dress appropriately for the event. All students must wear the approved graduation cap and gown purchased through Jostens.

Caps may not be decorated. Under the gown, school-appropriate "business" dress and footwear must be worn (no flip-flops, sport/tennis shoes, jeans, or shorts). No leis, external ornaments, or jewelry are allowed outside of the gown. Only school-approved regalia (cords, stoles, etc.) are allowed to be worn over the gown. (Please see your club/organization for specific requirements on earning a cord/stole.) **If a student is not appropriately dressed, he/she will not be permitted to participate in the ceremony.** Seniors will receive a Graduation Information packet in the spring with more details and information regarding graduation.

HEALTH SERVICES

The school Health Office is staffed with a registered nurse and a health assistant. The RN is also available during regular school hours by phone. The school Health Office is equipped to handle minor illnesses and accidents. Emergencies and serious illnesses will be responded to and referred to appropriate health professionals. The Health Office also helps coordinate care (during the school day) for students with a chronic illness and/or special needs. Any student with a chronic illness should notify the Health Office. Students, who become ill or are injured at school, should report to the Health Office or other office personnel immediately. They should not **leave** school without permission. For the protection of all students, please do not send your child to school when ill.

- Any student with a temperature of 100.0 degrees or more must not attend school until the student is fever-free 24 hours without the aid of fever reducing medication. If your child is sent home with diarrhea or vomiting, he/she may return to school only if symptom free for a minimum of 24 hours.
- Parents are requested to keep students home if the following symptoms are present: nausea and vomiting, diarrhea, elevated temperature, yellow or green nasal discharge, inflamed eyes with redness or drainage, and skin rash unless a note from their physician states that it is not contagious. If any of these symptoms occur while at school, the parent will be contacted and be required to take the student home. . State law requires that students be excluded from school if they are suspected of having a communicable disease.
- Students who have had surgery or recent hospitalization should have a doctor's note to return the student to school and participate in PE. Contact the school Health Office for further information.
- Students may be dismissed from class at any time if the teacher considers it necessary.
- Students who are ill or injured will be sent to the Health Office for attention.
- Any pregnant student should inform the nurse.
- A student may visit the Health Office, in an emergency, without a permission slip.
- It is important that a student's address, phone number, emergency contact person, and medical information be accurate. Access to this information is vital in case of an emergency.
- Student health screenings are conducted through the health office. These include hearing and vision as recommended by the State of Arizona. Other screenings may include height and weight, dental, and blood pressure. You may exempt your student from any, or all, screenings by 22 giving written notice to the QCHS Health Office yearly.

- House Bill 2295, Chapter 208, 1990 - requires that pupils be suspended from school upon enrollment if documented proof of required immunizations is not submitted unless the student is exempted due to personal beliefs of the parents, or due to certification, that immunization is detrimental to the student's health. This requires that the immunization record be a part of the

student's permanent record. This requires exclusion of students who lack documented proof of required immunizations during outbreak of communicable and/or preventable diseases..

Elevator keys are available upon request. A \$50.00 fee will be assessed to the students account at the time the key is issued. Once the student returns the key, the fee will be removed. If the key is not returned, the fee will not be removed from the students account and must be paid. Parent and student signatures must be on the checkout form prior to issuance of keys.

When it is essential to a child's health that he/she takes medication during the school hours:

1. Prescription medication must be prescribed by the student's health care provider. The health care provider's orders must be presented to the school at the time the medication is given to the health office. The Health Care Provider Medication Form must be completed signed by the parent/guardian and the health care provider to administer the medication at school. The Health Care Provider Medication Form is available through the health office and on the District website under the Parent Resources tab..
- 2.. Prescription drugs must be in the original pharmacy container, labeled with the student's name, date, medication, dose, time to be taken at school and length of treatment. (The Pharmacist may be requested to prepare a special container for school use.)
- 3.. The parent MUST bring the medication to school. Students are NOT allowed to transport medication. The only exception would be in the case of inhalers, emergency allergy pens, and/or diabetic insulin and diabetic supplies. Only students with the appropriate paperwork on file with the Health Office will be allowed to carry medication. Contact Health Office personnel for more information.
- 4.. Medication will be administered in the presence of the school nurse and/or health assistant, or in their absence, by the person designated by the school principal, or as otherwise required by law.
5. All over-the-counter and/or non-prescription medication must be approved by the Food & Drug Administration and come in the original container with label and package directions.
6. Over the counter stock medications are listed on the Stock Medication Administration Form.
7. If the over-the-counter/non-prescribed medication is not listed on the Stock Medication Administration Form, a health provider's order will be required for administration. A healthcare provider's order will be required to give any stock medication for more than three days a month per district guidelines.
8. For students on campus medication shall be kept in the Health Office and dispensed through the nurse or by the principal's designee.

HOMEWORK POLICY DURING TWO-WEEK BREAKS

No homework is assigned during the break with the exception of AP/Honors and Dual

Enrollment classes. AP/Honors and Dual Enrollment classes follow a more rigorous curriculum; therefore, students in these courses may have assignments given over break.

HONOR ROLL AND PRINCIPAL’S LIST

- Students must be enrolled in at least four classes that determine GPA. (A “P” grade is not used to determine grade–point value and does not count toward Honor Roll.)
- Students may have no grade below a “B”.
- The honor roll will be published at the end of each nine-week grading period. To qualify for the honor roll, a student must maintain a grade point average of 3.500-3.999.
- To qualify for Principal’s List, a student must maintain a perfect 4.0 grade point average.
- Students who are on the Principal’s List for the first semester will receive recognition at the Spring Academic Awards Ceremony.
- Students who are on the Principal’s List for three consecutive semesters will earn an Academic Letter.
- Grade point averages (G.P.A.) are determined by calculating the following grade point values:

	Regular Classes	Honors Classes
A	4	5
B	3	4
C	2	3
D	1	1
F	0	0

IDENTIFICATION CARDS

Students are required to wear their student I.D. card while on campus. ID cards that are damaged or defaced will be required to be replaced at the student’s expense. Replacement I.D. cards are \$5.00 and can be purchased at the Bookstore. ID cards are the property of the school and must be surrendered to the school when a student is unenrolled.

LOCKERS

PE lockers are issued to students involved in PE, athletics, and some CTE classes. Student lockers are school property and remain at all times under the control of the school. However, students are expected to assume responsibility for the security of their lockers which will require a student to purchase a lock. **Students should protect their property by keeping their locker locked, guarding the combination, and NOT sharing lockers.** Administration will **not** investigate the theft of items not in a locked locker. School authorities may conduct inspections of lockers at any time, for any reason and without notice, without student consent and without a search warrant. Students should not plan on storing books in PE lockers because lockers are limited in use to PE classes.

LOST & FOUND AND CONFISCATED ITEMS

Items which are lost and recovered may be claimed in the front office. Any unclaimed items may be donated to charity at the end of each semester.

LOST OR DAMAGED SCHOOL BOOKS/PROPERTY

Students who sign-out textbooks, library books, or other school property are held responsible for such property and must pay the replacement value if the property is lost or damaged. Students are responsible for returning the book that they were checked out.

SCHOOL LIBRARY

The use of the school library is a privilege. The library is open before school, lunch, and after school. To use the library during class, all students must have an ID and a pass from the teacher whose class the student is missing. Students must sign in at the circulation desk regardless of time of day.

Books, including teacher assigned literature studies, can be checked out for a limited time period. Library fines for late books will be assessed on late materials at \$.10 a day per book. Additional fines will occur for lost or damaged materials up to the replacement cost of the material. Textbooks and reference books are available for students to use in the library.

Computers are available for student use. Printing fees are \$.10 per page. Students may not play games on the computers unless the game is part of an educational program.

LUNCH

The lunch period is designed to provide a balanced diet and proper nutrition and opportunities for socialization and relaxation. The cafeteria and amphitheater are places to eat. Each student is responsible for cleaning their table and the area at which she/he eats. **During lunch hours, the designated lunch areas are in the cafeteria and the courtyard.**

CAFETERIA

Meal Prices:

	Breakfast	Lunch
Full Pay	\$1.50	\$3.25-\$3.50
Reduced	No Charge	\$0.40

We provide meals at a reduced rate or free depending on your income level. Meal applications are available at your school, Queen Creek USD Administrative Office, or online at [QCUSD website](https://family.titank12.com). Applications will also be available to fill out online at <https://family.titank12.com> for the 2019-2020 school year. The site will provide you with your approval status once it is processed.

All meals are provided under the National School Breakfast and Lunch Program Federal guidelines. This means all meals are planned according to the requirements provided by USDA. All school meals must meet specific calorie targets, fat percentages, fiber, vitamin and mineral targets.

The Child Nutrition Department is a self-funded department in the district. This means we operate based on the money we generate; we do not receive direct funding from the district. In order to operate we generate money from the meals we provide the students, any catering we do and selling a la carte items.

All a la carte items we offer for sale during the meal service are in compliance with strict Smart Snacks nutrition criteria. This means all items are within the following guidelines: Less than or equal to 200 calories, less than 35% total calories from fat, less than 10% total calories

from saturated fat, 0g trans-fat, less than 230mg sodium, less than 35% total sugar by weight. Items also must be whole grain rich or contain 10% of the daily value (DV) for one of the nutrients of public health concern (calcium, potassium, vitamin D, or dietary fiber). The juice we offer is 100% juice; the frozen slush drink (Penguin Ice) is also 100% juice.

Students are allowed to purchase a la carte items from their meal account. If you would like for us to limit their purchases you just need to contact the cafeteria.

<http://family.titank12.com> is a free online service you can use to keep track of your child's meal balance and transactions. Another free benefit includes setting up a low balance reminder on your account so the system can email you when your balance reaches the set amount. You can also utilize <http://family.titank12.com> to pay for your child's meals online.

There is a convenience fee for an online payment.

Payments for meals can be made online at <http://family.titank12.com> using your Visa, MasterCard or Discover cards. You can also send payment via cash or check without a fee. There is a \$25 fee for any returned check.

We have a no-charge policy for meals. If students do not have enough money in their meal account, they will be given a cheese sandwich on whole wheat bread, fruit, and milk. Students will receive verbal notification when their balance is low.

The cafeteria is unable to give back more than \$10 in change. If a \$20 is presented for 1 meal, the meal will be charged, \$10 will be given back as cash and the remainder will be credited to their meal account.

Follow us on Facebook QCUSD Child Nutrition.

PARKING

The Queen Creek Unified School District provides limited bus transportation. In order to maintain a safe campus environment, regulate student use of vehicles during school hours, and minimize the chances of vandalism, the following regulations have been established:

- There are a limited number of parking passes. 11th and 12th grade students will be sold parking passes first. This will be on a first-come, first-served basis. 10th grade students will then be able to purchase the remaining permits. There will be no additional parking permits available once the yearly allotment is sold out.
- All student-driven motor vehicles, including motorcycles, must be registered with the school office and parked in the designated student parking areas. Students may not park in any other lots on campus during the school day without permission from administration or security. Registration of vehicles needs to be completed prior to parking on campus.
- Before a student is issued a parking permit, he/she must register the vehicle in the Bookstore, pay a \$75.00 registration fee and complete a parking contract.
- Students are issued a vehicle tag. This vehicle tag must be visible.
- Students may not be in the parking areas or vehicles during the school day without SPECIFIC WRITTEN PERMISSION from the Administrative Office. This includes lunch hours and breaks.
- Student-driven vehicles are not allowed in bus-loading areas.
- Students who drive trucks are not permitted to have passengers in the bed of the truck while on school grounds.
- Parking privileges may be temporarily suspended or revoked if, but not limited to, one of the following occurring: reckless driving, failure to drive courteously, failure to provide adequate seating/seat belts for passengers, **failure to respond to school rules and authorities**, intentionally damaging other vehicles, and leaving campus without approval.

- The school is not responsible for vehicles or a vehicle's contents parked on school grounds. **VEHICLES PARKED ILLEGALLY MAY BE TOWED or Booted** at the owner's expense.
- Vehicles should not be used for lockers. Thus, once a student has begun school, he/she shall not return to the vehicle until his/her school day is over. Students are not permitted to sit in cars, eat lunch in cars, or loiter in the parking lot.
- No parking is allowed in surrounding neighborhoods.

PASSES

Students must have a pass from the period teacher to which they are assigned, in order to be out of class. Students must check-in and receive permission from the period teacher in order to leave for any other activity including the restroom.

PERSONAL PROPERTY

Any personal property including instruments (music, electronic, etc.) or other materials for classroom use or demonstration, brought on, or left on the school premises is ***at the risk of the owner. The school is not responsible for personal property brought on to QCHS campus or at a school event.***

Personal belongings that are not directly related to the educational process are ***NOT*** allowed to be used during class time. This includes but is not limited to:

- **Electronic devices such as cell phones, etc.**
- **Recording with cameras, video cameras, or cell phones are not permitted without prior administrative approval.**
- Cell phones used without permission during class time for non-educational purposes may be confiscated.
- No electronic device of any kind is permitted during state and district assessments.
- Skateboards may be brought to school, but must be placed in the skateboard locking rack outside the administration office.

Items that are deemed inappropriate and interrupt the educational setting will be confiscated. These items will be returned at the end of the school day or parent/guardian pick up may be required as per teacher discretion.

RESTROOMS

No more than one person shall be in the same bathroom stall at the same time under any circumstances. Students may not loiter in the restrooms. Students shall use the restroom facilities and immediately leave. Violations will result in disciplinary consequences. Students are encouraged to report any unusual behaviors/activities to a staff member.

SCHOOL COLORS

The school colors are purple and gold. Students and staff are encouraged to wear school colors on Fridays. College attire is encouraged on Wednesdays.

SEARCHES

A student's right to privacy and unreasonable search and seizure must be balanced with the school's ultimate responsibility to protect the health, safety and welfare of all students and staff.

Administrators may search students or property, including but not limited to, student desks, lockers, backpacks, purses or other personal belongings and vehicles when reasonable

suspicion exists that the search will find evidence that a school violation has occurred or a law has been broken.

All searches shall comply with state and federal law. Pursuant to *Safford Unified School District No.1 v Redding*, 557 U.S. 364 (2009); *New Jersey v T.L.O.*, 469 US 325 (1985), the nature and scope of the search shall be reasonably related to the purpose of the search. Administrators may search a student without the presence of a parent or guardian. All searches will be conducted in the presence of at least one witness unless there is a threat of imminent harm, such as the brandishing of a weapon, in which case the search may be conducted immediately to address and mitigate the threat of harm. Disrobing of a student is overly intrusive for purposes of most student searches and is improper without express concurrence from School District legal counsel. **Disrobing does not include asking a student to remove a layer of clothing, such as a jacket or sweater, when the student would still be fully clothed, or asking the student to turn out pockets, asking the student to show the inside of a pants' waistband, or asking the student to lift pant legs to show the ankle(s), or such similar actions.**

Reasonable and appropriate physical force may be used upon a student, but only to the extent reasonably necessary and appropriate to protect the student, other students, District personnel or District property, or one's self. Physical force will not be used in response to verbal provocation alone.

Through a partnership with the Town of Queen Creek, a School Resource Officer (SRO) from the Maricopa County Sheriff's Office (MCSO) is present on the High School campus. Law Enforcement Officers may, at times, need to speak with students.

- When parents are being investigated for suspected child abuse or other criminal activity, we cannot notify the parents.
- When students are being investigated for something unrelated to the school, the parents will be contacted by Law Enforcement Officer.
 - When the school has called the police for a suspected crime committed by a student in relationship to the school, we will allow the Law Enforcement Officer to speak with the student unless the student refuses to be interviewed or requests to have a parent present.
 - If Law Enforcement takes a student into custody, the school must comply. We will notify the parent unless directed otherwise.

SEIZURES

School authorities shall seize illegal items or other possessions reasonably determined to be a threat to the safety and security of others. Items seized may be held by the school, returned to the parents, or turned over to the police. School records should reflect all items seized.

THREAT ASSESSMENT

Queen Creek High School has a threat assessment team that convenes when necessary. Every instance of threatening behavior will be treated seriously and investigated thoroughly to determine whether a threat exists under the threat assessment process. According to the outcome of the threat assessment, a safety plan may be developed, victims may be notified and/or disciplinary consequences may be assigned.

TUTORING ASSISTANCE

Various forms of student assistance are available, including NHS peer tutors. Students experiencing academic difficulty should talk with their teacher or see a counselor for details.

VALEDICTORIAN SELECTION CRITERIA

Graduating Class of 2021

Queen Creek High School's Valedictorian and Salutatorian will be determined by a school committee and will not be solely based on grade point average.

Beginning with the Graduating Class of 2022.

- Candidates must have a 4.0 Cumulative unweighted GPA.
- Candidates must be enrolled at QCHS for 3 consecutive semesters.
- All online courses must be completed by the end of the 7th semester (End of Semester 1 during Senior year).
- The candidate with the highest weighted GPA in **ONLY** the Arizona Board of Regents Core 16 courses will be named Valedictorian.

+ If a tie occurs, the highest score on the District sponsored college entrance exam will be the deciding factor.

++ If a subsequent tie occurs, AP Exam scores will be used.

+++ No pass/fail courses will be included in the calculation, such as but not limited to: Teacher's Aide or Course Test-Outs.

VISITORS TO CAMPUS PASSES

ALL VISITORS MUST CHECK IN THROUGH THE FRONT OFFICE. Students will not be permitted to bring non-QCHS students to the campus at any time during the school day. Parents/Guardians wishing to visit classrooms must have administrative approval in advance of the requested visit. Our commitment to academic excellence and school safety necessitates the school establishing this procedure.

WARRANTS

If a student is arrested and removed from campus, reasonable effort will be made to contact the parent/guardian by school authorities and a school release form will be completed.



TECHNOLOGY INFORMATION

ELECTRONIC INFORMATION SERVICES

QCHS may provide electronic information services (EIS) and equipment to qualified students. Electronic information services include networks (Internet), databases, and any computer-accessible source of information, whether from hard drives, flash drives, compact disks (CDs), or other electronic sources. The use of the services shall be in support of education, research, and the educational goals of QCHS.

To assure that the EIS and equipment are used in an appropriate manner and for the educational purpose intended, QCHS will require anyone who uses the EIS and equipment to follow its guidelines and procedures for appropriate use. Anyone who chooses to misuse, abuse, or chooses not to follow the EIS agreement may be subject to disciplinary action.

It is important that each user and their parents sign and submit the EIS agreement. This agreement is part of the registration packet. If this sheet is not on file, students will **NOT** be permitted to avail themselves of electronic information services. **QCHS reserves the right to log the use of all systems and monitor all system utilization. Accounts may be closed and files may be deleted at any time.**

QCHS is not responsible for any service interruptions, changes, or consequences. The school reserves the right to establish rules and regulations as necessary for the efficient operation of the electronic information services and equipment. QCHS does not assume liability for any user abuse, misuse or any information retrieved via EIS, nor does it assume any liability for information lost, damaged or unavailable due to technical or other difficulties.

Terms and Conditions

Acceptable use of the electronic information services (EIS) and equipment requires that the use of the resources be in accordance with the following guidelines and support the instruction, research, and educational goals of QCHS. The user must:

- Use the EIS for educational purposes only.
- Agree not to submit, publish, or retrieve any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive, or illegal material.
- Abide by all copyright regulations.
- Keep confidential all home addresses and personal phone numbers.
- Understand that electronic mail is not private.
- Use the network so that it does not disrupt the use of the network by others.
- Assume personal financial responsibility for any services or products incurred without District authorization.
- Abide by the QCHS "Uniform Code of Student Conduct," including but not limited to Article B (Behavior), Section 4 (Vandalism); A.R.S. 15-842, and relating to damage to school property; Article 24, misuse of Electronic Information Services; and all Board policies that may be applicable to any circumstance that may arise.
- Safeguard all software and system security.

Queen Creek Unified School District #95

Dr. Perry Berry
Superintendent of Schools

**ANNUAL NOTIFICATION TO PARENTS REGARDING CONFIDENTIALITY
OF STUDENT EDUCATION RECORDS AND SCHOOL DIRECTORY INFORMATION**

Confidentiality of education records is a right of public school students and their parents. This right is provided for by two federal laws, the Individual with Disabilities Education Act (IDEA) and the Family Education Rights and Privacy Act (FERPA). Under these laws, "education records" means those records that are: (1) directly related to a student; and (2) maintained by an educational agency or institution or by a party acting for the agency or institution. Of course, education records are maintained on every child enrolled in a public school. The types of information gathered and maintained include, but is not limited to: the students and parent's names, address and telephone number; the student's date and place of birth, date of enrollment in the school, records from previous schools attended, attendance record, subjects taken, grades, school activities, assessment results, from parents and child find and other screening results, including hearing and vision screening results.

In addition, for children with disabilities, education records could include, among other things, evaluation and testing materials, medical and health information, each annual Individualized Education Program (IEP) notices to parents, notes regarding IEP meetings, parental consent documents, information provided by parents, progress reports, assessment results, materials related to disciplinary actions and mediation agreements.

The information is gathered from a number of sources including the student's parents and staff of the school of attendance. Also, with parental permission, information may be gathered from additional sources including doctors and other health care providers.

This information is collected to assure proper identification of a student and the student's parents and the maintenance of accurate records of the student's progress and activities in school. For children with disabilities, additional information is collected in order to assure the child is identified, evaluated and provided a Free Appropriate Public Education in accordance with state and federal special education laws.

Each agency participating under Part B of IDEA must assure that, at all stages of gathering, storing, retaining and disclosing education records to third parties, it complies with the federal confidentiality laws.

In addition, the destruction of any education records of a child with a disability must be in accordance with IDEA regulatory requirements.

The federal Family Policy Compliance Office of the U.S. Department of Education has provided the following notice of parent's rights under FERPA. In accordance with IDEA the rights of the parents regarding education records are transferred to the student at age 18.

The Family Education 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. They are:

1. The right to inspect and review the student's education records within 45 days of the day the school receives a request for access.

Parents or eligible students should submit to the school principal (official) a written request that identifies the

record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading

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

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

Revised 4/4/01



Child Find

It is the Queen Creek School Districts' responsibility to inform the general public and all parents within our boundaries of our responsibility to make available special education services for students with disabilities aged 3 through 21 years and how to access those services. We are responsible for identifying, locating, and evaluating all children with disabilities including children aged 3 through 21.

In addition we have a responsibility to provide information regarding early intervention services for children birth through 2 years. We are responsible for referring children from birth through 2 years of age to Arizona Early Intervention Program (AZEIP) for evaluation and appropriate services. Our school nurses are Queen Creek School Districts' contact for children birth through 2 years. Children birth through 2 years of age who are receiving early intervention services and will be participating in preschool programs for children with disabilities will be assured of a smooth transition into that program. We will ensure that:

- Transition conferences for children aged 2 years, 6 months to 2 years, 9 months will be held;
- By the child's 3rd birthday an Individual Education Program (IEP) or Individualized Family Service Plan (IFSP) will be developed and implemented; and
- For the child who turns 3 during the summer, the IEP team will determine the date for services to begin including eligibility for Extended School Year (ESY) services.

We are also responsible for providing a free and appropriate public education (FAPE) which includes special education and related services to children with disabilities at public expense, under public supervision and direction and without charge to the parents.

For all new students to the district, the classroom teacher will complete screening activities within 45 days of enrollment. The teacher will look at the child's ability in the areas of academics, vision, hearing, adaptive, communication, social/emotional and motor skills. If any concerns are noted the child may be referred for additional help.

If you have any concerns about a child you know, please contact your individual school site for more information.

STUDENT DIRECTORY INFORMATION OPT-OUT FORM

The District is required to obtain your written consent prior to releasing educational records or personally identifiable information concerning your student. Federal law provides a number of exceptions to this requirement, for example, when releasing information to other school and District officials, to the Arizona and United States Department of Education, to other schools where your student seeks to enroll, and for other exceptions provided by law. The District may also release "directory information" (specified below) concerning your student without your written consent, unless you have provided the District notice of your desire to opt-out of directory information.

NOTE: Your student's home address, home telephone number, e-mail address, and class rank will only be released as "directory information" under the following circumstances and to the following individuals and groups without your written consent: 1) Colleges, universities, and prospective employers for purposes of recruitment, notification of scholarship offers or job opportunities, and similar purposes; or 2) Queen Creek Unified School District-affiliated and approved groups or vendors [e.g. student groups and clubs (yearbook, student newspapers, student council, marching band, National Honor Society, and the like); student athletic teams; parent booster clubs; site council; parent-teacher groups; graduation vendors (photographs, caps and gowns, announcements), and the like]. This information will not be considered "directory information" if being requested by an individual or group that does not conform to the requirements above (e.g. for-profit business that are not District-approved vendors, outside media groups, and the like). In those circumstances, your student's home address, e-mail address, and class rank will not be released unless the District has obtained written consent provided by the parent/guardian or eligible student.

If you do not want any or all directory information about your student to be released to any person or organization without your prior signed and dated written consent, you must notify the District in writing by checking off any or all of the rejected information below and signing and returning this form to your student's school within two (2) weeks of receiving this form, or August 31, whichever occurs first. If the Queen Creek Unified School District does not receive this student's Student Directory Information Release Form by your returning this form within the prescribed time, the District will assume that your permission is given to use the directory information as described above.

TO: Principal: I DO NOT wish to have QCUSD disclose the directory information checked below under any circumstance. The checked information will not be released to colleges or universities, it will not be used for scholarships, placed on athletic/activity rosters, or school programs, and photographs will not appear in the yearbook or other similarities for:

Student's Name: _____ Student's ID #: _____

Parent/Legal Guardian/Eligible Student Signature

Date

- Student's name
- Student's parents' names
- Student's parents' email addresses
- Student's home address
- Student's home telephone number
- Student's electronic (e-mail) address
- Student's current school of attendance
- Student's major field of study
- Student's photograph
- Student's grade Level (9th, 10th etc.)
- Student's enrollment status (part time or full time)
- Student's honors and awards received
- Student's dates of attendance (semester, quarter, etc., not specific days in school)
- Student's participation in officially recognized activities and sports
- Student's height, weight and athletic number if member of an athletic team
- Student's most recently attended educational agency or institution
- Class rank by percentages (for example, top 10%, top 20%)
- Military Opt-Out: Check this box if you do not want directory information released to military recruiters or military schools

ITEMS CHECKED WILL NOT BE RELEASED AS DIRECTORY INFORMATION

This form will remain in effect unless written notification is received from you, by the school Principal, identifying any changes you wish to make to your student's directory information.