



EASTMARK HIGH SCHOOL

2019-2020

Student Handbook and Planner

*Challenging All to Achieve
Limitless Possibilities*

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Athletics Director/Assistant Principal: Mr. Kraig Leuschner

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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 practicas 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 complace. Steve Ray, Director of Special Education, 20217 E. Chandler Heights Rd., Queen Creek, AZ 85142. 480-987-5935.

Principal's Message

Dear Eastmark Firebird Student,

It is my distinct pleasure to welcome you to the inaugural year at Eastmark High School. Over the last three years, we have worked with the community, industry professionals, and educators to design a school that is respectful, collaborative, and innovative and will help you achieve limitless opportunities for your future.

At EHS we are committed to helping each student feel connected to a caring adult who will help each student create their own unique path toward their future post secondary goals. Relationships will be built around participation in a wide array of extracurricular activities, teacher interactions in the classroom, and our post secondary planning process. Our school's defining feature is our career path academy model which allows each student to follow a specific sequence of elective classes tied to their future career. The four academies are Business, Leadership, and International Studies (BLIS), Fine Arts and Media Entertainment (FAME), Medical and Social Health (MASH), and Science Technology, Engineering, and Mathematics (STEM). The career path academy model at our school also compliments our rigorous academic opportunities including Honors courses, Advanced Placement courses, and Dual Enrollment courses which will provide you with opportunities to take a rigorous college preparatory schedule while at our school.

In addition to establishing a strong relationship with each of you, our teachers will use best practices to help you learn and develop the habits, mindsets, knowledge, and skills necessary for future success. As a district we follow the Mastery Learning Model meaning that we want each of you to demonstrate mastery of the individual course curriculum standards. We believe a tremendous amount in modeling a growth mindset approach to teaching and learning, which shows that anything is possible through hard work and positive reinforcement.

Finally, I want to challenge you to get engaged on our campus in the many athletic and extracurricular clubs and activities that we have to offer. 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 experiences outside the classroom will help you live out our collective mission! Another way to become engaged is to take the time to become familiar with [our school website](#), follow us on Twitter (@eastmarkhs), and check us out on Facebook (@EastmarkHS).

In closing, it is my distinct honor and privilege to be a part of the inaugural staff at Eastmark High School. I hope you enjoy the school as much as we enjoyed planning it for you.

Sincerely,

Paul D. Gagnon
EHS Principal

Mission Statement

Eastmark High School challenges all to engage in respectful, collaborative, and innovative culture to achieve limitless possibilities.

Vision Statement

We will create a community of lifelong future focused learners who lead through respect, collaboration, and innovation.

Collective Commitments

Staff Characteristics/Collective Commitments:

- **We are solution focused**
- **We are supportive while maintaining high expectations**
- **We are optimistic and committed professionals**
- **We are unified, involved, and inclusive**
- **We are a community of student-focused advocates**
- **We are committed to our Mission and Vision**
- **We are FIREBIRDS!**

Positive Behavior Intervention Supports (PBIS)

PBIS is our district wide way to help students and teachers understand consistent schoolwide expectations. Our district wide behavioral expectations are being kind, being respectful, and showing integrity. Students will be reinforced for demonstrating the expectation and individual skill 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 Eastmark High School Expectation Matrix, Reinforcement Matrix, Accountability Matrix.



Expectation Matrix



Expectations → Locations ↙ Skills ↘	Be Kind	Be Respectful	Show Integrity
Learning Areas	<ul style="list-style-type: none"> • Speak positively to and about others • Offer peer support • Volunteer • Celebrate one another's accomplishments 	<ul style="list-style-type: none"> • Use school appropriate language • Follow classroom procedures • Raise hands when asking/answering questions • Use materials responsibly 	<ul style="list-style-type: none"> • Embrace diverse perspective • Complete your own work • Be prepared to engage
Common Areas	<ul style="list-style-type: none"> • Speak positively to and about others • Be a school ambassador • Treat others as you would want to be treated 	<ul style="list-style-type: none"> • Use school appropriate language • Clean up messes • Flush toilet after use • Maintain privacy 	<ul style="list-style-type: none"> • Make healthy choices • See something wrong, say something to adults
Private Areas	<ul style="list-style-type: none"> • Speak positively to and about others • Keep hands, feet and objects to yourself • Act appropriately 	<ul style="list-style-type: none"> • Use school appropriate language • Clean up messes • Be a school ambassador 	<ul style="list-style-type: none"> • Make healthy choices (wash hands, keep electronic devices put away) • See something wrong, say something to adults • Only take your own items
Community Areas	<ul style="list-style-type: none"> • Speak positively to and about others • Greet visitors and others appropriately • Be a school ambassador 	<ul style="list-style-type: none"> • Use school appropriate language 	<ul style="list-style-type: none"> • Use facilities as intended • See something wrong, say something to adults • Be mindful of your surroundings • Be a school ambassador



Reinforcement Matrix



Reinforcement	When	What
Frequent	<ul style="list-style-type: none">• When student is observed demonstrating as On Fire expectation/rule they receive a FireCard from staff• FireCards list expectation plus student and staff names• Take FireCards to office and place it in the PBIS box	<ul style="list-style-type: none">• Students can save tickets for an item from the Marketing Student Store
Intermediate	<ul style="list-style-type: none">• Administration draws 10 names from PBIS Box every other Friday during morning announcements• Students pick up prizes from offices	<ul style="list-style-type: none">• Student receives a front of the lunch line pass• Student names go on the marquee as the Firebirds of the Week• Obtain gift cards from local businesses for bi-weekly grand prize drawing
Long Term	<ul style="list-style-type: none">• Administration draws 5 names from PBIS Box at quarterly assembly• Students given prize in front of school	<ul style="list-style-type: none">• Annual Activity Pass for Athletics• Special catered lunch by EHS PTO• Certificate for a free class ring or yearbook
Staff	<ul style="list-style-type: none">• @ all drawings, when student is recognized, the referring teacher is also recognized	<ul style="list-style-type: none">• Local business gift cards.• Special catered lunch by EHS PTO for top 10 ticket givers• Admin/other will cover an hour for extra teacher prep

Student Behavior Management Flowchart



We're on Fire at Eastmark with Respect, Integrity and Kindness!

Is the behavior Teacher or Administration managed?

Intervention 1
Verbal re-direct
Document Minor

Intervention 2
Teacher intervention
Document minor
Contact home

Intervention 3
Re-teach behavior
Buddy classroom w/
reflection sheet
Document behavior
Contact Home

Intervention 4
Refer to Admin

- Teacher**
- Horseplay
 - Phone use
 - Indirect offensive language
 - Tardy
 - PDA
 - Academic dishonesty
 - Petty theft
 - Defacing property
 - Food/drink in the classroom
 - Technology misuse
 - Disruption

- Administration**
- Aggression
 - Alcohol
 - Arson
 - Attendance policy violation
 - Homicide
 - Kidnapping
 - School threat
 - Fighting/violence
 - Dress code
 - Safety hazard
 - Weapons
 - Vaping/tobacco
 - Drugs/contraband
 - Threatening
 - Bullying
 - Intimidation
 - Theft
 - Vandalism
 - Defiance/disrespect
 - Sexual misconduct

Intervention 1
Refer to Admin

Administration determines consequence

Intervention 2
SST Conversation with all teachers for repeated infractions

- Possible Teacher Interventions**
- Proximity
 - Contact coach/sponsor
 - Contact another teacher
 - Change of seats
 - Positive referrals home
 - Modeling of expectations
 - 1-1 conversation
 - Greeting students at the door
 - Teachers are encouraged to use preemptive strategies to prevent student misbehavior, including strategies taught in *Fred Jones Positive Classroom Discipline* and *Harry Wong- First Days of School*

2019-2020 Calendar

July 23	Meet the Teacher Night
July 24	First Day of School for Students
August 7	Early Release
August 21	Early Release
August 23	Quarter 1 Progress Report
September 2	Labor Day - No School
September 11	Early Release
September 27	Quarter 1 Grades - Early Release
September 30 - October 11	Fall Break - No School
October 14	School Resumes
October 16	PSAT
October 23	Early Release
November 6	Early Release
November 11	Veterans Day - No School
November 15	Quarter 2 Progress Report
November 27	Early Release
November 28-29	Thanksgiving Holiday - No School
December 11	Early Release
December 19	Semester 1 Final Exams - Early Release
December 20	Semester 1 Final Exams - Early Release
December 23	Semester 1 Report Card
December 23 - January 3	Winter Break - No School
January 6	School Resumes
January 15	Early Release
January 20	Civil Rights Day - No school
January 29	Early Release
February 7	Quarter 3 Progress Report
February 12	Early Release
February 17	President's Day - No School
February 26	Early Release
March 6	Quarter 3 Grades - Early Release
March 9-20	Spring Break - No School
March 23	School Resumes
March/April TBD	AIMS (Science Only)/AzMERIT
April 1	Early Release
April 10	April Break - No School
April 24	Quarter 4 Progress Report
May 13	Early Release
May 20	Semester 2 Final Exams - Early Release
May 21	Semester 2 Final Exams - Early Release
May 22	Semester 2 Report Card

Athletics

Eastmark High School Athletics Website: <https://goeastmark.com/>

Arizona Interscholastic Association Requirements

All participants in interscholastic activities must be in compliance with all student eligibility rules. The student eligibility rules are enumerated and presented in detail in Article 15 of the AIA Bylaws at www.aiaonline.org.

Academic Eligibility

Academic support, in the form of grade checks, will be performed to encourage and ensure academic integrity to our student athletes.

- All students must be enrolled in a minimum of 5 classes to be eligible to participate in interscholastic athletics. All Students 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 determined by student progress in 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 (or date listed on [EHS Athletic website](#)). 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. 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.

Athletic Clearance

A student shall not be allowed to practice or compete in interscholastic athletics until all parts of the registration checklist have been satisfied on www.registernmyathlete.com.

- Record of a preparticipation physical examination (PPE) must be uploaded as part of the registration checklist, and said examination must performed by a doctor of medicine (M.D.), an osteopathic physician (D.O.), a naturopathic physician (N.D., N.M.D.), a certified registered nurse practitioner (N.P.) licensed to practice, a certified physician's assistant (PA-C) registered by the Joint Board Of Medical Examiners and the Osteopathic Examiners in Medicine and Surgery, or a certified chiropractic sports physician (CCSP).
- The physical examination for the following school year shall be given on or after March 1. The physical examination document on file shall be signed by one of the aforementioned medical providers and shall state that, in the opinion of the examining provider, the provider did not find any medical reason to disqualify the student from practice or competition in athletic contests. The Athletic Director may require a student to be reexamined.
- The student athlete is required to carry primary and/or secondary insurance, and upload this information to their Register My Athlete profile.

Athletic Handbook

All student athletes will adhere to the rules and regulations set forth in the Athletic Handbook.

Event Admission Fees for Spectators

Single Game Ticket Prices are as follows:

- \$5 for adults
- \$3 for students (must present student ID at ticket booth)
- Children 5 and under are free

Annual Family Passes (This is for all home games for the entire year, excluding postseason play in 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

Participation Fees

All students are required to pay a seasonal athletic participation fee.

- The seasonal Athletic Fee is \$100
- There is a maximum family fee of \$750 per academic year

Tryout Dates

Tryout dates change annually, and can be found at [EHS Athletic website](#).

Attendance & Bell Schedules

Extra-Curricular and Co-Curricular Eligibility

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.

ABSENCES

- An absence is defined as a student not being present in his/her assigned classroom during his/her assigned period.
- An unexcused absence is any absence from one or more class periods which has not been excused by a parent **and** does not meet the excusable absence requirements (**see below**).
- Truancy is 5 days of unexcused absences.
- **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. The following procedure will be followed:**
 - Parents will be notified when students reach 5, 7, and 10 absences.
 - If students exceed nine (9) absences for any one class, they will be placed on audit status for that course.
 - Students will remain in the class on audit status and may lose credit.
 - Students will need to complete and turn in the Excessive Absence Appeal Form with proper documentation verifying the absences.
 - Administration will determine if the appeal is granted.
- Students who are habitually truant are subject to disciplinary action ranging from detention to suspension and possibly cited.
- 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.
- As specified by state code and school rules, 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
- **A student is considered absent if he/she arrives more than 10 minutes after the final bell.**
- 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.

Steps to follow when absent

Parent/guardian should call the Attendance Office at **480-474-6955** as early as possible each day the student is absent. The Attendance Office opens at 6:45 a.m. Parent/guardian should call by 9:30 a.m., or the automated phone caller will notify the parent/guardian.

Upon returning to school the following steps should be followed:

- Prior to entering class, students must check in with the Attendance Office.
- If the parent/guardian has not called to excuse the absence, then it will be marked as an unexcused absence.
- The Attendance Clerk will then issue the student an *Admit Form* only if it is an excused absence.
- **Any absence not excused by parent contact or proper documentation such as a**

medical/dental appointment card will be considered unexcused. Any absence not excused within 48 hours will be considered unexcused.

All absences not verified by a parent/guardian or authorized by an administrator will remain unexcused.

- Once a student is on campus, a parent cannot excuse their son/daughter without signing them out through the office.

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.
- Up to 3 unexcused tardies in one period will result in a teacher-assigned consequence such as a conference, phone call home, detention, etc.
- The 4th, 7th, and 10th unexcused tardy in one period will result in a teacher-initiated written referral and administrative consequence such as detention, Saturday school, community service, 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 without an excused pass.

MAKEUP WORK/LATE WORK

- It is the student's responsibility to initiate scheduling for make-up work if they are gone for a field trip or planned absence.
- **Excused absence** - Students will be allowed the number of days absent, plus one day to make up the assignments without penalty. Work that was assigned prior to an absence will be due upon return to class. Students can turn in late work or makeup work through the end of the unit assessment.
- **Unexcused absence**- Students are accountable for all work missed. Students may turn in late work or missed work for 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 Bell Schedule

Period	Time	Period	Time
Zero Period	6:30-7:18	Zero Period	6:30-7:18
1st Period	7:25-8:18	1st Period	7:25-7:56
2nd Period	8:23-9:16	2nd Period	8:01-8:32
Achievement Hour	9:21-9:51	3rd Period	8:37-9:12
3rd Period	9:56-10:51	4th Period	9:17-9:48

Period	Time	Period	Time
4th Period	A Lunch-10:51-11:21 A Class-11:26-12:19 B Class-10:56-11:49 B Lunch-11:49-12:19	5th Period	9:53-10:24
5th Period	12:24-1:17	6th Period	10:29-11:00
6th Period	1:22-2:15	Lunch	11:00-11:30
7th Period	2:20-3:13	7th Period	11:30-12:01

FALL FINAL EXAM SCHEDULE

Thursday, December 19, and Friday, December 20, 2019

0 Hour 6:30 - 7:20 7th Hour-11:35-12:25

Wednesday, December 18, 2019

Period 1 7:25 - 8:45
Period 2 8:50 - 10:10
Period 4 10:15 - 11:30

Thursday, December 19, 2019

Period 3 7:25 - 8:45
Period 5 8:50 - 10:10
Period 6 10:15 - 11:30

SPRING FINAL EXAM SCHEDULE

Wednesday, May 20, and Thursday, May 21, 2020

0 Hour 6:30 - 7:20 7th Hour 11:35-12:25

Wednesday, May 20, 2020

Period 1 7:25 - 8:45
Period 2 8:50 - 10:10
Period 4 10:15 - 11:30

Thursday, May 21, 2020

Period 3 7:25 - 8:45
Period 5 8:50 - 10:10
Period 6 10:15 - 11:30

FINAL EXAMS

- An excused absence during final exams is defined as an illness, graduation of a family member, family death or funeral only (documentation will be required). **Principal approval is required.**
- All courses at Eastmark High School require comprehensive semester final exams.
- All students are required to take the final exam during the designated exam period.
- Students that are absent during their final exam(s) will be issued a zero (0) on the exam which will be calculated into their semester grade
- 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.
- It is the student's responsibility to initiate scheduling a make-up time for their final exam(s) with the designated teacher(s) or office staff.

Counseling & Guidance Services

COUNSELING AND GUIDANCE SERVICES

The Eastmark 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 any counselor about anything about which they are concerned. Each counselor will meet with their assigned cohort of students at a minimum of two times in a one-on-one fashion so as to build a relationship with the student and understand their post secondary plan/goals and be able to better advise them on how to reach their goals.

Last Names A-E– Mrs. Holly Dahle

Last Names F-L– Mrs. Deborah Short

- **Academic Advisement Services** Each counselor is prepared to provide assistance with junior high and high school registration, placement, five to six year planning, and progress monitoring. Further, each student will have access to information about post secondary opportunities, including career planning, post secondary education selection, admission procedures and financial aid applications. Many scholarships are offered through the counseling office. If you are interested in a scholarship, or other financial aid, contact the counselor as soon as possible. Many scholarships pertain to a particular post secondary career pathway or have certain restrictions. There are also scholarships that appeal to a particular student's interests. Information on colleges, careers and scholarships are found online at www.ehs.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 aligning junior high and high school course selections that will prepare students for chosen career areas. Beginning in 7th grade, all students will begin their career exploration journey by taking our 7th grade Careers class. This will contain an exposure to a variety of careers, address the 16 career clusters, and help students start to think about what career they might like to choose. In the 8th grade, all students will be required to complete an Education Career Action Plan (ECAP). In 9th grade and beyond, students will complete required activities for their ECAP or post secondary plan. Parents/guardians will be advised of their child(ren) career plans through grade level parent seminars held in the evening. Finally, students interested in attending a college, university, or technical/trade school are encouraged to take advantage of assistance in this area. 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 [EHS Counseling website](#) under "Important Links."
- **Personal Counseling** will be offered on a prevention, intervention, and referral basis. Students are encouraged to consult with the counselor 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. Eastmark High School will have a part time psychologist to help address the needs of students.

- **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. Eastmark High School and Queen Creek Unified School District partners with EMPACT/La Frontera to help educate students about warning signs they might see in themselves and others and provides students with a wide array of coping methods to help overcome life stressors.
- **Substance Abuse Education Program:** Eastmark High School and all Queen Creek Unified School District 7th graders will go through an anti tobacco education program put together by the *MD Anderson Cancer Center* called ASPIRE. Students will complete a four hour course as part of our Careers class to help educate them on the dangers of using Vapor Tobacco (Vaping). Aspire will also be used as a diversion program for a first offence of bringing vapor tobacco substances or paraphernalia on campus. This is intended as an educational program only and not as treatment of addiction issues. Students may be required to participate in the program along with other discipline as an intervention to help students and parents understand the issues impacting their education.

Counseling services are available for all students and counselors have been placed intentionally in the classroom building in order to be available consistently for students. For longer conversations, an appointments will need to be set with the counselor so as not to interfere with the student's academic schedule if possible. All attempts will be made to render service as quickly as possible.

Dances & Activities

General Information

- Students and school-approved guests must show a school photo I.D. card at the door of all dances. NO EXCEPTIONS!
- Only students in grades 7-8 may attend junior high dances. Only students in grades 9-12 may attend senior high dances.
- Students will not be issued refunds for prepaid dances and activities.

Guests

- Guest passes for dances may be obtained through the Administration Office. Only currently-enrolled EHS students may request a guest pass.
- Students must obtain a *Guest Pass Request* form to complete and return to the Administration Office one week prior to any dance. An Assistant Principal must approve all guests. Only one guest per EHS student. 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.
- Guests must be under the age of 21. NO EXCEPTIONS.
- The EHS student obtaining the guest pass is responsible for the behavior of their guest. Guests must be accompanied by the EHS student at all times.

Chaperones

- Dances will be chaperoned appropriately based on the projected number of participants.

Rules

- School rules apply to school dances and activities. The student code of conduct will govern the conduct of all participants.
- Suggestive/lewd dancing, grinding, moshing, etc., is not allowed. Offending students will receive one warning in the form of admissions wristband marking or removal; a second infraction will result in removal from the dance. No refunds will be issued to students who are removed from a dance.
- Once a student leaves the dance venue/facility, they must immediately leave the property. There will be no re-admittance.
- Students on suspension are not eligible to attend any dance or activity.
- No person will be admitted if he/she appears to be under the influence of a substance.. Use, possession, sale, or distribution of alcohol, drugs, tobacco/vapes, and related paraphernalia is against school policy; students in violation will be subject to appropriate school discipline.
- Students are responsible for their own transportation to and from any dance. Vehicles at a school function are an extension of the student and may be searched. If inappropriate items as defined in the QCUSD Family Handbook or QCUSD Governing Board Policy are found in a vehicle at a school function, the driver and passengers may be subject to the same disciplinary action.

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. If it is a weekend and there is no activity scheduled the next day, clean up must be completed before noon that next day if the activity is held on school grounds. Trash must be bagged and any spills must be mopped up. All decorations and trash must be removed. The sponsoring organization members themselves may clean up, or, at their own expense, they may hire custodial staff during their off hours only. Charges for off hours will be calculated at a time and a half rate.

Prom

- Only EHS juniors and seniors may attend Prom. Students who do not attend the school or have not attained junior status are not permitted to attend unless invited by an EHS junior or senior and have a school-approved guest pass on file. Junior high students are not permitted to attend the Prom, even if invited by an EHS junior or senior.

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 takes pride in the appearance of its students. Dress reflects personal integrity and implies attitudes toward self, school and conduct. Therefore students are expected to dress and groom neatly in apparel suitable for school activities. 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. **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. State health standards require footwear to be worn at all times when on school campus.

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.
- 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, cuffed pants, long belts and headgear, including do-rags and hairnets.
- 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.
- Any attire that presents a risk to the health, safety or general welfare.
- Any attire that creates a threat, intimidation, or undue pressure.
- 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, clothing that is backless, or racer-back shirts that are revealing (no visible bra straps showing).
- Pajamas and/or slippers.
- Tank tops with shoulder widths less than 1 1/2 inches. No spaghetti straps.
- Muscle shirts, undergarments worn as outer garments, tube tops, short skirts or short shorts (minimum hemline of shorts & skirts is to the end of fingertips), excessively baggy and/or sagging pants or shorts, trench coats, any clothing that allows your underwear to show.
- Visible tattoos that are considered inappropriate.

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 community standards is prohibited. This includes, but is not limited to, clothing which offends or disrupts the educational process.

General Student Information

ACTIVITIES PROGRAM

Eastmark High School anticipates offering several clubs in our first year of operation. As we grow, we'll continue to have even more. If you have an idea for a club, please reach out to Mr. Leuschner to hear how you get it started. Go Firebirds!

CLUBS AND ORGANIZATIONS

Athletic Council	National Junior High Society
Baseball	National Honor Society
Basketball	Football
Class of 2023-Freshmen	Recycle Club
Class of 2022-Sophomores	Robotics
Choir	Skills USA-Film and TV
Clay Club	Skills USA-Graphic Design
Cross Country	Skills USA-STEM
Culture and Civilizations	Soccer (Boys and Girls)
Drama Club	Softball
Fellowship of Christian Athletes	Speech and Debate
HOSA Medical Professions	Spiritline
HOSA Sports Medicine	Student Council
JROTC	Student Section (Name TBA)
Key Club	
Link Crew/WEB	

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 (unless assigned to a class) and gym hallways
- Athletic fields (unless assigned to a class)

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 as class sets at the beginning of the school year. If a student would like a textbook for home, please check one out from the EHS Bookstore 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. 9th and 10th grade accounts will be charged ½ of the fee for a course in semester 1 and ½ at the beginning of semester 2. NO REFUNDS WILL BE GIVEN AFTER 3 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 fees 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. If there is an extenuating circumstance, please contact EHS Administrative Assistant Julia Feininger at 480-474-6959 to set a meeting with the Principal.

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. 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 turned in to the Administration Office at least 30 minutes prior to the end of the school day. 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

Eastmark High School is a closed campus. Students may **NOT** leave the campus once in school. 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.

COMMUNICATION

● TELEPHONE

If a parent/guardian needs to contact their son or daughter, during the regular school day, please contact 480-474-6950. 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 may be checked during passing times and at lunch.**

● 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/PARENTVUE

EHS uses the secure site, StudentVue to post student grades. You can login at anytime 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.

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 in the breezeways, restrooms or lunchroom during the emergency should evacuate through the nearest exit and then report to a teacher at the gathering site for their class. Students should not attempt to return to classrooms during an emergency evacuation. **EXCEPTION:** When there is an emergency lockdown situation, students and teachers will remain in their classrooms until further notice. Official notice will be given as to where and how the students and teachers will evacuate.

FOOD IN CLASSES

Food is only allowed in classrooms at teacher discretion. All drinks need to have a resealable top. All students entering campus will be asked to throw drink containers without resealable tops.

GRADUATION REQUIREMENTS

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

REQUIRED SUBJECTS	QCUSD GRADUATION REQUIREMENTS	QCUSD SCHOLASTIC DIPLOMA GRAD REQUIREMENTS	ARIZONA UNIVERSITIES ENTRANCE REQUIREMENTS
English	4	4	4
Mathematics	4	4	4 (Algebra +)
Science	3	4	3 (Lab)
Social Studies	3	3	2
Modern Language	0	2	2
Physical Education/ Comp. Health	1	1	0
CTE/Fine Arts	1	1	1
Elective Courses	6	5	0
Total Required	22	24	16

*Students are required to participate in all state-mandated testing, per the Arizona Department of Education. Specific testing requirements are subject to change.

Scholastic Diploma Requirements

*In order to earn a scholastic diploma, students will need to complete the following tasks:

- a. Have a research project tied to their future career approved by a Senior Advisor

- b. Identify a company where each student could complete a job shadow or internship related to their future career and complete said internship
- c. Write a paper in line with the requirements found in the Senior Capstone Handbook
- d. Present to a small group panel about their experience in the job shadow or internship describing how this helped them with their future career.

GRADUATION STOLES CRITERIA

Criteria for the honor of wearing a CTSO stole:

- 3.2 GPA
- Attended 70% of scheduled meetings or events senior year
- Good standing with the CTSO
- Successfully completed at least one CTE class tied to that CTSO
- Participation in at least one competition or event (as further defined by advisor)
- Held position as a CTSO Officer
- National Honor Society, AVID, Student Council, and Technical Theater must meet specific requirements to be approved.
- Graduation regalia from non-affiliated organizations (i.e. EVIT, NSHSS, etc.) may not be worn at EHS Graduation

HEALTH SERVICES

The school Health Office is staffed with a health assistant. The QCUSD District Registered Nurse will also be housed at EHS. 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.***

- 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. Students should come alone to the office unless it is necessary for someone to help them.
- 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 giving written notice to the EHS 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.
 - If it becomes necessary for the student to take any form of medication during school hours, a signed note from a parent or guardian must be presented to the Health Office giving permission to administer medicine and relieving the school from liability. School personnel may cooperate if the following conditions are met:
 - Whether a prescription drug or an over-the-counter drug, the medication must come in its

- original container. Vitamins and supplements will not be administered at school
- The pharmaceutical label must be on the container of any prescription drug. The label must have the student's name, dosage, times the medication should be given and the physician's name.
 - Parent must provide written direction to the school that the medication is to be administered.
 - For students on campus, medication shall be kept in the Health Office and dispensed through the nurse or by principal's designee.
 - Students may carry their inhalers or epi-pens, as needed, to address their medical needs. The nurse must be notified of the medication and the reason prescribed. The medication must be in the original container and have the student's name, physician and orders for use on the container. Parent permission must be on file. Medication must never be shared between students.
 - Elevator keys are available upon request. A \$50.00 fee will be assessed to the student's 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 student's account and must be paid.** Parent and student signatures must be on the checkout form prior to issuance of keys.

HOMEWORK POLICY DURING TWO-WEEK BREAKS

No homework is assigned during the break with the exception of honor and dual enrollment classes. Honors, Advanced Placement, 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".
- Students must have an unweighted grade point average of 3.25 to 3.74 for Honor Roll.
- Students must have a unweighted grade point average between 3.75 or above for the Principal's List.
- Students who are on the Principal's List for the first three semesters they are enrolled at EHS will receive an academic letter.

IDENTIFICATION CARDS

Students are required to **WEAR** their student ID card while on campus. ID cards that are damaged or defaced will be required to be replaced at the student's expense. Replacement ID cards are \$5.00 and can be purchased at the Bookstore. ID cards are the property of the school. Students must be able to produce their ID card upon request.

LEAVING CAMPUS

Students are to remain on campus until they have completed their class schedule. A parent/guardian **must** sign out their student with the Attendance Office prior to their child leaving campus during the school day. Photo ID is required for verification of guardianship. Seminary students are also required to be signed out by their parent/guardian at the high school's Attendance Office prior to leaving. 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. Any student leaving campus, without first being signed out through the Attendance Office, will not be excused for the classes they have missed.

Excuses are as follows:

- Students with doctor and dental appointments may leave in time to meet appointments, provided they check out through Attendance Office and the school has received parental permission.
- Students may be given permission by the principal or designee to leave campus for special needs, with parental approval.
- When a class or groups of students are scheduled to leave campus to participate in a school-sponsored activity, such students must have signed parental permission slips on file in the attendance office.
- **Students are not permitted to transport themselves to off-campus school activities without prior administrative approval, except for off-site school sponsored dances.**
- 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.

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.** 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.

LUNCH

The lunch period is designed to provide a balanced diet and proper nutrition and opportunities for socialization and relaxation. The cafeteria and outdoor seating area 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 Commons and the Outdoor Dining Area.**

The Commons

Meal Prices:

	Breakfast	Lunch
Full Pay	\$1.50	\$3.25-\$3.50
Reduced	No Charge	\$0.40
Adults	\$1.75	\$3.75

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 Child Nutrition website](#). Applications will also be available to fill out online at [Titan Meal Solutions](#) for the 2019-20 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 caterings 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.

[Titan Meal Solutions](#) 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 [Titan Meal Solutions](#) 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:

- **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 displayed on the rear view mirror so that it is visible to school officials.
- 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 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. This includes the Seminary Parking lot.
- 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 before school and during breaks (including lunch) and 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 EHS 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, IPods, MP3 players, IPOD players, etc.**
- **Recording with cameras, video cameras, or cell phones are not permitted without prior written administrative approval.**

- Cell phones used during class time for non-educational purposes will be confiscated.
- No electronic device of any kind is permitted during state and district assessments.
- Skateboards may be brought to school, but must be stored in the student's first-hour class or in 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.

SCHOOL COLORS

The school colors are Firebird Blue, Copper, and Black. Students and staff are encouraged to wear school colors on Fridays.

SEARCHES

- The Administration reserves the right to search and seize when there is reasonable belief that some material or matter, which is detrimental to health, safety, and welfare of the student(s), exists. Athletic and Activity lockers are provided as a convenience to the students but remain the property of the school and are subject to its control and supervision.
- Searches on school property may be conducted at any time to maintain the health, safety, and welfare of all students at the school.
- Students may be asked to turn out their pockets, empty backpacks, remove their shoes, socks, hats and coats when there is good cause to believe that some matter or material that is detrimental to health, safety and welfare of the student(s) exists.
- School parking areas will be subject to routine patrols and inspections. Searches of student vehicles may be conducted if there is reasonable suspicion.
- Students may be subject to a search if they are found in an unauthorized area or if they have left campus without permission.
- Trained narcotic/bomb dogs may be used to help maintain a safe environment.

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.

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 2022 and 2023.

- 1.) Candidates must have a 4.0 Cumulative unweighted GPA.
- 2.) Candidates must be enrolled at either QCUSD High School for 3 consecutive semesters.
- 3.) All online courses must be completed by the end of the 7th semester (End of Semester 1 during Senior year).
- 4.) 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-EHS students to the campus at anytime during the school day throughout the school year. Visiting parents/guardians must have administrative approval at least 24 hours in advance of the requested visit to observe their own student's behavior in the classroom. 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

1:1 POLICY AND DEVICE PROTECTION PLAN

The Student Device Protection Plan (DPP) is a \$20 annual program which families may purchase at the time their student is issued a Chromebook laptop at Eastmark High School. This plan is a risk management plan that provides coverage for items such as accidental damage and hardware issues. The plan must be renewed annually. Enrollment in the plan is optional.

Example Table:

<u>Coverage</u>	<u>With DPP</u>	<u>Without DPP</u>
Device Replacement (lost)	\$240	\$240
Device Replacement (stolen, with police report)	\$0	\$240
Screen Repair or Replacement	\$0	\$120

Device Protection Plan Details

Repair Incidents

Upon the second incident and thereafter, a \$20 repair fee will be assessed for all occurrences. These fees apply for each occurrence after the first incident. Upon the 5th incident within the school-year term of the plan, the full replacement cost will be assessed. Intentional damage to the device and/or AC adapters are NOT covered under the plan.

Lost

If the device is lost, a fee of \$240 will be assessed. A lost device and/or AC adapters are NOT covered under the plan.

AC Adapter

If the AC adapter is lost, a fee of \$25 will be assessed for each incident.

Stolen

If the device, including the AC adapter, is stolen while at school, the incident **must** be reported by the student to a teacher, librarian, or the front office staff within 24 hours. If the device is stolen outside of school, the parent/guardian must file a police report within 48 hours. A copy of the report must be submitted to the school's front office staff. Stolen devices are covered under the DPP with this required documentation.

Family Maximum

Families with multiple students, the DPP will have a family maximum of \$60 based upon the enrollment of more than three students.

Enrollment

Enrollment in the DPP does not begin until the annual \$20 payment has been received. The enrollment process must be completed by August 9, 2019. Students enrolling in the district after August 9th will be given 2 weeks after their official QCUSD enrollment date to enroll in the Device Protection Plan. The plan coverage ends at the conclusion of the school year.

What's covered under the plan?

- Accidental damage, such as cracked screens or cases, broken keyboards, etc.
- Battery replacement (if it is determined that the battery is malfunctioning)
- Replacement of a stolen device. If the device is stolen, a police report must be filed within 48 hours. A copy of the report must be submitted to the school's front office staff.
- Hardware issues (video, broken ports, speakers)

Repair/Replacement Costs

Parents and students who choose NOT to purchase the Device Protection Plan are responsible for 100% of all repair and replacement costs that are not due to manufacturer issues.

The following prices are estimates. Exact costs for each repair will be made upon further inspection of the damaged device.

<u>Coverage</u>	<u>With DPP</u>	<u>Without DPP</u>
Device Replacement (lost)	\$240	\$240
Device Replacement including AC Adapter (stolen, with police report)	\$0	\$240
AC Adapter (lost)	\$25	\$25
AC Adapter Damaged	\$0	\$25
System Board	\$0	\$100
Screen repair or replacement	\$0	\$120
Keyboard /top cover	\$0	\$40

Should your student's device become accidentally damaged, they will be provided a loaner device while their assigned device is being repaired. The loaner must be returned upon completion of the repairs. All repairs must be made by a QCUSD technician.

*There are no refunds given on the original DPP purchase if a student leaves QCUSD or upon graduation.

Costs and Protection Plan: Frequently Asked Questions

Are student rental/use fees associated with the 1:1 program?

There are no costs for students/parents to participate in the 1:1 program. However, students/parents will be held responsible for any damages to the device. Parents have the option to purchase a Device Protection Plan at an annual cost of \$20 per device to help minimize their financial risk of potential damage.

Will my family homeowners insurance cover damage to my student's device?

Please contact your personal insurance provider to inquire about policy coverage.

If we decide not to purchase the protection plan initially, can we purchase it later?

No. Enrollment in the DPP does not begin until the \$20 payment has been received and must be completed by August 9, 2019. Students enrolling in Queen Creek Unified School District after August 9, 2019, will be given 2 weeks after their official QCUSD enrollment date to enroll in the Device Protection Plan.

Are there additional out-of-pocket costs under the protection plan?

No, unless the device is intentionally and/or maliciously damaged.

I have multiple children participating, am I required to pay for each device?

Participation in the DPP is \$20 per student device. The plan has a family maximum cap of \$60 based upon the enrollment of more than three students for families with multiple students.

What type of damage or repairs does the protection plan cover?

The protection plan covers normal wear and tear, accidental damage and general repairs, such as fixing cracked screens, cracked casing, or broken keys.

Who is responsible for damage to the device while at school or home?

Students are 100% responsible for the assigned device. This includes the cost to repair and/or replace the device. Parents may purchase a Device Protection Plan from the district to help minimize liability. Situations or incidents at school will be handled by the school administration.

What should students do if their device needs to be repaired?

Students should take the devices that are in need of repair to the school repair center. The certified technician will examine the device and assess the cost of the repair.

What if the student moves or transfers to another school or district?

Students are required to return the device to the school if they transfer to another school or withdraw from the district. The device must be in good working order and be returned with all components including the power cord.

Is the student required to bring the device home if they already own a computer or tablet?

Yes, since there is no place to store devices at school overnight, students are required to transport their devices to and from school.

Will the student be able to complete their coursework without a device while it is being repaired?

Yes, students may be given a loaner device to use while their device is being repaired.

Are students allowed to use their own devices at school?

No. Many students may want to use their own devices and/or cell phones to complete learning tasks. When QCUSD purchases the devices, a license is also purchased for each device that allows Information Technology to enroll the Chromebooks in an Admin console under our district Google

domain. This allows the district to:

- filter the content on devices
- manage devices and policies, install applications and OS updates, and quickly change settings
- apply a secure browser setting for state testing environments
- repair and troubleshoot any issues

ELECTRONIC INFORMATION SERVICES

EHS 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 EHS.

To assure that the EIS and equipment are used in an appropriate manner and for the educational purpose intended, EHS 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. **EHS 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.**

EHS 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. EHS 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 EHS. 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 EHS "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 student's 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 Parr 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 the student at age 18.

The Family Education Rights and Privacy Act (FERPA) afford 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 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 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

Queen Creek Unified School District #95
Dr. Perry Berry, Superintendent of Schools

Child Find

It is the Queen Creek School District's 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 District's 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.