

Vail School District
 Vail, Arizona
 Site Council
 Vail Academy and High School



AGENDA
 Regular Meeting
 Monday, April 15, 2013
 In Room 215 at 4:45 PM

Regular Meeting

1. **Call to Order**
 - A. Pledge of Allegiance *447*
 - B. Approval of Minutes *AW, KG - +pos => approved AW, CE passed U*
 - C. Reports
 - * Member Reports
 - * Administrative Reports
 - D. **Call to the Public**
 Consideration and discussion of comments and concerns from the public. Those wishing to address the council as a result of public comment will be limited to the Chairperson directing members to study the matter or rescheduling the matter for future consideration or decision at a later date. Public comments are limited to 3 minutes. (Acknowledgement of Public Requests to Speak) The Council desires viewpoints of Parents/Staff/Students and considers the responsible presentation of the viewpoints to be viable to the efficient operation of the school. Any individual desiring to address the council shall inform the Council at this time. Comments and questions may deal only with topics on the agenda of the meeting.
 - E. **Recognitions**
 Staff, Students, and/or members of the community may be recognized at this time. Special announcements may be presented at this time.

2. **Consent Agenda**

All items listed below are consent matters and will be considered by one motion at this time. There will be no discussion of consent items. Any council member may remove an item from the consent agenda by request. All items not accepted and approved, as part of the consent agenda will be considered individually.

Field trip Requests

3. **Old Business**

- ✓ A. Enrollment Summary
 - ✓ B. Student Handbook *CE, KG passed U*
 - ✓ C. Staffing Update
- INFORM
ACTION
INFORM

4. **New Business**

- ✓ A. Enrollment freeze for 2012-2013 *KG, AW - passed U*
 - ✓ B. Field trip guidelines *Make Action*
 - C. Intersession Stipends *KG, CE - passed U*
 - D. Single Gender Courses
- ACTION
STUDY
ACTION
STUDY

5. **Adjournment**

KG, JR 5:56

ACTION

update SC in May



Vail School District
Vail, Arizona
Site Council
Vail Academy and High School



ANNOTATED AGENDA
Monday, April 15, 2013
In Room 215 at 4:45 PM

Regular Meeting

1. Call to Order

- A. Pledge of Allegiance**
- B. Approval of Minutes**
- C. Reports**
 - *Member Reports**
 - *Administrative Report**
- D. Call to the Public**
- E. Recognitions**

2. Consent Agenda

ACTION

3. Old Business

A. Enrollment Summary

INFORM

Background:

Mr. Barger will present the council with enrollment summary.

Recommendation:

None at this time, this is an informational item only.

B. Student Handbook

ACTION

Background:

Mr. Barger will present to the council a final version of the student handbook for 2013-2014.

Recommendation:

The VAHS Site Council approve the handbook as presented.

C. Staffing Update

INFORM

Background:

Mr. Barger will update the council on the change in staffing.

Recommendation:

None at this time, this is an informational item only.

4. New Business
A. Enrollment Freeze for 2012-2013 **ACTION**

Background:

Mr. Barger will discuss the option of freezing enrollment for the 2012-2013 school year.

Recommendation:

The VAHS Site Council stop enrolling students for the 2012-2013 school year effective April 15, 2013 as presented.

B. Field Trip Guidelines **STUDY**

Background:

Mr. Barger will lead a discussion regarding establishing clear guidelines for student travel

Recommendation:

None at this time, this is an informational item only.

C. Intersession Stipends **ACTION**

Background:

Mr. Barger will share the outcomes of “Winter Intersession” with the Site Council.

Recommendation:

The VAHS Site Council approve stipend formula as presented.

D. Single Gender Courses **STUDY**

Background:

Mr. Barger will discuss the option of single gender high school health.

Recommendation:

None at this time, this is a study item only.

5. Adjournment **ACTION**

MINUTES

Site Council: 3/11/13
Call to Order: 4:50

Attendance: Courtney Early, Yvett Rojo, Joy Carruth, Kathy Gately, Dennis Barger, Amy Wilson, John Roberts

Reviewing Minutes: Motion to Approve: Amy Wilson, 2nd Courtney Early

Reports: Member, none

Admin Reports: Mr. Barger shared with the council that the Boxer Expo is set for Friday, April 19th at 5.30 pm. Also, the PTSA raised \$1,544.00 for the read a thon. The top 10 students were able to come to the conference room to pick out a prize. Four elementary students were able to have lunch with Mr. Barger. Mr. Barger also shared with the council regarding enrollment for the 2013-2014 school year. Parent had to attend a mandatory meeting before their enrollment packet was complete. The lottery went well. High School students have until Friday, March 15th to decide on which high school they will be attending. Senior Exit Project presentation will be held Wednesday, March 13th.

Call to the Public: none

Recognitions: Mr. Barger recognized Ms. Julia Kaiser for her efforts coordinating the lottery and the process went well. Also, Mrs. Kathy Gately for her help in the Spell-A-Thon and the Read-A-Thon. Mr. Barger also congratulated Nickolas Cosentino for winning the Geography Bee. ~~There were over 400 students that participated.~~

Mrs. Donna Misciagna for taking a few of our high school students to participate in the Southern Arizona Math Competition. Vail Academy and High School came in 3rd place.

Mr. John Roberts recognized the VAHS PTSA for doing such a great job on the Read-A-Thon. Thought it worked out great being during Love of Reading Week. Maybe get the high school students to do a book report during the Read-A-Thon.

Consent Agenda: All field trips. Motion: Mrs. Amy Wilson 2nd: Ms. Joy Carruth

Old Business:

- A. **Enrollment Summary** – Nothing different. K=8 is right on target, high school is standard for this time of year. Lost a few 10th graders over the break.
- B. **2013/2014 Enrollment Update** – Target numbers to stay the same. March 1st was the end of enrollment to be considered in the lottery. We received about 25% of the enrollment packets the last day. Did not receive any enrollment packets for 11th and 12th grade, 4 for 10th grade. Our 8th grade students have until March 15th to decide on which high school they will be attending. If they have applied at Empire or Andrada it will depend if there is room. Senita Valley is overcrowded so they have decided they will not be taking any more open enrollment. Those that have been at SV for the past 3 years will get to stay; those that are less than 3 years will need to go to another district school or their neighboring school. We may get more enrollment packets due to this.
- C. **Student Handbook** – Members of the council were given a copy of the handbook pages to be updated. The updates are on: Loss of graduation credit.(this also applies to middle school students taking HS courses. The tardy policy and schedule change policy. One of the main items in schedule change is the student will need to speak with the teachers involved and have their signatures along with a parent signature approving the change.
- D. **CTE Options** – Mr. Barger shared with the council some options for CTE classes. VAHS will be losing the Engineering Class. So a few thoughts were digital photography, kids can go to Cienega to take a CTE class or do we add a few here. We have Business that is a CTE class for students to take here. There are several skills that can be taught in digital photography. Students can learn how to use photo shop and light room.

New Business:

- A. **After-school Clubs**- All council members were given a list of staff with their hours and the club or activity they sponsor. Several teachers will have ** next to their name which means they have tutoring after school. Most clubs are run by a certified staff member. Mrs. Kaparoff is ~~except~~ for hours. Question was asked if a parent could run a club. Mr. Barger explained that a staff member would have to be there just as support. Mr. Barger also shared that some kids do club hopping. They may do a club that is only short term and then go to another club they would like to participate in.

Motion to Adjourn: Motion: Mrs. Kathy Gately, 2nd Courtney Early 5:58pm

CONSENT

FIELD TRIP TRANSPORTATION REQUEST

Requests must be received in the Transportation Office at least 2 weeks prior to trip date. Non A.I.A. Field trips are only scheduled from 9:00 A.M. to 1:30 P.M. Eating/drinking on the bus is prohibited.

Teacher/ Sponsor Please Complete the Information Below

Pick-up location/school VAHS Date 4-27 & 4-28-2013
Teacher/Sponsor EDWARD KESTLER Grade 5th-12th # of Passengers 5
Telephone # (520) 879-1921 Number of Wheelchair Restraints if Needed _____
Destination Holiday Inn Airport - Chess Tournament
Address 4550 S Palo Verde Rd TN 37114
Purpose of Trip Chess Tournament

Lunch _____
Date of Trip 4-27 & 4-28 2013
Departure Time 7:00 am
Arrival Time 8:00 am
Return to Bus Time _____
Return to School Time _____

Driver Use Only
Ending Mileage _____
Beginning Mileage _____
Total Miles _____
Vehicle # _____
of Hours _____
Driver Signature _____

Trip Approval Receipt

06668

Teacher / Sponsor
Complete this section for prompt reply
School _____
Teacher _____
Date of Trip _____
Destination _____
Departure/Return Time _____

School Administrator complete this Section
Administrator Approval _____ Date _____
Signature _____
Site Council Approval _____ Date _____

Transportation Approval _____ Date _____
Signature _____

FIELD TRIP TRANSPORTATION REQUEST

Requests must be received in the Transportation Office at least 2 weeks prior to trip date. Non A.I.A. Field trips are only scheduled from 9:00 A.M. to 1:30 P.M. Eating/drinking on the bus is prohibited.

Teacher/ Sponsor Please Complete the Information Below

Pick-up location/school V.A.H.S. Date April 9, 2013
 Teacher/Sponsor Kelly Jones Grade 7th-8th # of Passengers 105
 Telephone # 520-840-0260 Number of Wheelchair Restraints if Needed 0
 Destination TCC Music Hall
 Address 260 South Church Ave. Tucson, AZ 85701
 Purpose of Trip To see the orchestra

Lunch @ Read Park 11.am

Date of Trip May 1st, 2013
 Departure Time 8:45
 Arrival Time 9:15
 Return to Bus Time 10:45
 Return to School Time around 1pm

<u>Driver Use Only</u>	
Ending Mileage	_____
Beginning Mileage	_____
Total Miles	_____
Vehicle #	_____
# of Hours	_____
Driver Signature	_____

Trip Approval Receipt

06664

<u>Teacher / Sponsor</u>	
<u>Complete this section for prompt reply</u>	
School	_____
Teacher	_____
Date of Trip	_____
Destination	_____
Departure/Return Time	_____

<u>School Administrator complete this Section</u>	
Administrator Approval	Date _____
Signature	_____
Site Council Approval	Date _____

Transportation Approval Date _____
 Signature _____

FIELD TRIP TRANSPORTATION REQUEST

Requests must be received in the Transportation Office at least 2 weeks prior to trip date. Non A.I.A. Field trips are only scheduled from 9:00 A.M. to 1:30 P.M. Eating/drinking on the bus is prohibited.

Teacher/ Sponsor Please Complete the Information Below

Pick-up location/school VVHS Date ~~5-2-13~~ 4-9-13
Teacher/Sponsor Beth Lehn Grade 8 # of Passengers 13
Telephone # 928-79-1957 Number of Wheelchair Restraints if Needed _____
Destination Desert Sky Middle School

Address _____

Purpose of Trip to change class is going to view
The Little Mermaid

Lunch _____

Date of Trip 5-2-13

Departure Time 8:00

Arrival Time 8:15

Return to Bus Time 10:30

Return to School Time 10:45

Driver Use Only

Ending Mileage _____

Beginning Mileage _____

Total Miles _____

Vehicle # _____

of Hours _____

Driver Signature _____

Trip Approval Receipt

Teacher / Sponsor

Complete this section for prompt reply

School _____

Teacher _____

Date of Trip _____

Destination _____

Departure/Return Time _____

School Administrator complete this Section

Administrator Approval Date _____

Signature _____

Site Council Approval Date _____

Transportation Approval Date _____

Signature _____

FIELD TRIP TRANSPORTATION REQUEST

Requests must be received in the Transportation Office at least 2 weeks prior to trip date. Non A.I.A. Field trips are only scheduled from 9:00 A.M. to 1:30 P.M. Eating/drinking on the bus is prohibited.

Teacher/ Sponsor Please Complete the Information Below

Pick-up location/school Vail Academy & High School Date 8 April 2013
Teacher/Sponsor Julia Kain Grade _____ # of Passengers 25
Telephone # _____ Number of Wheelchair Restraints if Needed _____
Destination Raytheon Missile System
Address 1151 Hermans Road Tucson AZ 85756
Purpose of Trip 2013 Raytheon Youth Day
Lunch _____

Date of Trip 8 May 2013
Departure Time 8:00 AM
Arrival Time 8:30 AM
Return to Bus Time 2:30 p.m.
Return to School Time 3:00 p.m.

Driver Use Only	
Ending Mileage	_____
Beginning Mileage	_____
Total Miles	_____
Vehicle #	_____
# of Hours	_____
Driver Signature	_____

Trip Approval Receipt

Teacher / Sponsor	
Complete this section for prompt reply	
School	_____
Teacher	_____
Date of Trip	_____
Destination	_____
Departure/Return Time	_____

School Administrator complete this Section	
Administrator Approval	Date _____
Signature	_____
Site Council Approval	Date _____

Transportation Approval _____ Date _____
Signature _____

OLD BUSINESS

PowerSchool

Enrollment Summary: Vail Academy and High School Scheduling/Reporting Ethnicity as of 04/12/2013 (A)

View: Scheduling Reporting Ethnicity

Students: All Active Enrollments
 Current Selection

Date: 04/12/2013

(MM/DD/YYYY)

Scheduling/Reporting Ethnicity as of 04/12/2013 (A)

Grade Level	Total in Grade	Asian or Pacific Islander	Black or African-American	Hispanic or Latino	American Indian	White (Not Hispanic)	Unclassified
0	22 11 / 11	0 0 / 0	0 0 / 0	3 1 / 2	0 0 / 0	19 10 / 9	0 0 / 0
1	27 13 / 14	2 1 / 1	0 0 / 0	4 3 / 1	0 0 / 0	21 9 / 12	0 0 / 0
2	27 19 / 8	1 1 / 0	0 0 / 0	4 4 / 0	0 0 / 0	22 14 / 8	0 0 / 0
3	27 15 / 12	1 1 / 0	1 1 / 0	10 6 / 4	0 0 / 0	15 7 / 8	0 0 / 0
4	28 13 / 15	3 2 / 1	1 0 / 1	5 2 / 3	0 0 / 0	19 9 / 10	0 0 / 0
5	26 14 / 12	2 0 / 2	1 1 / 0	3 2 / 1	0 0 / 0	20 11 / 9	0 0 / 0
6	48 31 / 17	4 3 / 1	3 2 / 1	10 4 / 6	0 0 / 0	31 22 / 9	0 0 / 0
7	53 25 / 28	1 0 / 1	2 1 / 1	6 3 / 3	0 0 / 0	44 21 / 23	0 0 / 0
8	51 32 / 19	1 0 / 1	4 1 / 3	12 9 / 3	0 0 / 0	34 22 / 12	0 0 / 0
9	43 25 / 18	3 0 / 3	0 0 / 0	7 6 / 1	1 1 / 0	32 18 / 14	0 0 / 0
10	38 18 / 20	1 0 / 1	1 0 / 1	7 2 / 5	0 0 / 0	29 16 / 13	0 0 / 0
11	30 20 / 10	2 1 / 1	1 0 / 1	6 5 / 1	0 0 / 0	21 14 / 7	0 0 / 0
12	33 16 / 17	0 0 / 0	2 0 / 2	6 4 / 2	0 0 / 0	25 12 / 13	0 0 / 0
Total	453 252 / 201	21 9 / 12	16 6 / 10	83 51 / 32	1 1 / 0	332 185 / 147	0 0 / 0

The Scheduling/Reporting Ethnicity view displays student ethnicity data that is used in scheduling and preconfigured reporting. See the help for more information.

Legend

Page Icons: - Date Entry |

Copyright © 2005 - 2013 Pearson Education, Inc. or its affiliate(s). All rights reserved.

NEW BUSINESS

VAHS Site Council, April 15, 2013 item 4.A

2012 -13 and 2013 -14 Enrollment Numbers

	2012 - 2013		2013 - 2014	
	Goal	Max	Goal	Max
K	22	24	22	24
1	24	27	24	27
2	24	27	24	27
3	24	27	24	27
4	25	28	25	28
5	25	28	25	28
6	50	56	50	56
7	52	58	52	58
8	52	58	52	58
9	48	50	48	50
10	48	50	48	50
11	40	42	40	42
12	40	42	40	42
	474	517	474	517

That enrollment be frozen on April 15th for the remainder of the school year.
Administration reserves the right to handle items on a case by case basis.

Intersession Stipends

Site Council 04-15-2013 4.C

During our winter break we offered an opportunity to students to repair first semester grades. Teachers gave qualifying students the opportunity to improve their grades if they met a series of criteria.

To compensate teachers for their efforts, a stipend of \$20 an hour, for a maximum of 15 hours will be provided to each teacher who submits a log of time spent on this project.

Recommendation: The VAHS site council support compensating teachers at a rate of \$20 an hour for a maximum of 15 hours each as a result of their efforts in the winter intersession of the 2012-2013 school year.

Vail Academy and High School



High School 2013-2014 Student Handbook

Vail Academy and High School

(Physical Address)
7762 E. Science Park Drive
Tucson, Arizona 85747

(Mailing Address)
P.O. Box 800
Vail, Arizona 85641

(520) 879-1900
Fax: (520) 879-1901
Attendance Line: (520) 879-1903

<http://vahs.vail.k12.az.us>

Daily Hours of Operation 7:15 am – 3:45 pm

Dennis Barger, Principal
Julia Kaiser, Assistant Principal

VAIL SCHOOL DISTRICT

13801 E. Benson Hwy, Suite B
P.O. Box 800
Vail, Arizona 85641
(520) 879-2000

Calvin Baker, Superintendent
John Carruth, Assistant Superintendent
Debbie Hedgepeth, Assistant Superintendent

GOVERNING BOARD

Claudia Anderson, President

Margaret Burkholder, Clerk

Debbie King

Randy Kincaide

Jim Coulter

SITE COUNCIL

Parents:

John Roberts
Jon Thomas
TBD
TBD

Teachers:

Joy Carruth
Courtney Early
TBD

Staff:

TBD

Student:

TBD

Daily Bell Schedules

High School (M, T, Th, F)

7:40-8:40	Period 1
8:44-9:49	Period 2
9:53-10:53	Period 3
10:57-11:57	Period 4
11:57-12:32	Lunch
12:36-1:36	Period 5
1:40-2:40	Period 6

6th-8th (M, T, Th, F)

7:40-8:40	Period 1
8:44-9:49	Period 2
9:53-10:53	Period 3
10:53-11:28	Lunch
11:32-12:32	Period 4
12:36-1:36	Period 5
1:40-2:40	Period 6

High School (W)

7:40-8:34	Period 1
8:38-9:32	Period 2
9:36-10:13	Advisor Base
10:17-11:11	Period 3
11:15-12:09	Period 4
12:09-12:44	Lunch
12:48-1:42	Period 5
1:46-2:40	Period 6

6th-8th (W)

7:40-8:34	Period 1
8:38-9:32	Period 2
9:36-10:13	Advisor Base
10:17-11:11	Period 3
11:11-11:46	Lunch
11:50-12:44	Period 4
12:48-1:42	Period 5
1:46-2:40	Period 6

Vail School District No. 20

Approved 12/11/12

VAIL ACADEMY & HIGH SCHOOL STUDENT 2013-2014 CALENDAR

July

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

August

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

September

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

October

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

November

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

December

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

January

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

February

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

March

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

April

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

May

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

June

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

█ Holiday - Vail School District Holiday
B, E - Teacher Education Day
Y - In-service for Teachers - 1 Day for District

VPE - Vail Public Education
C - Conference - District Teachers 1 Day for District
T - Teacher Education Day - 1 Day for District

F - Fair
G - Graduation - 1 Day for District

Vail Academy & High School Mission Statement

“VAHS LEARNS”

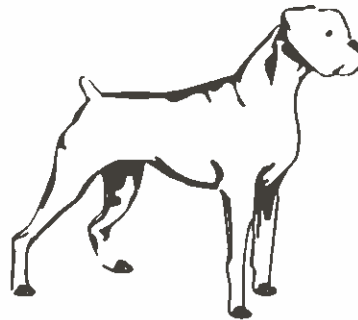
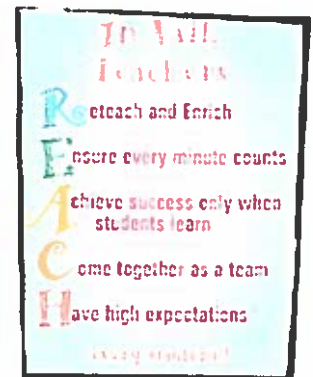
Vail Academy and High School is a small Learning community that Encourages high academic and social Achievement.

We foster Responsibility through Nurturing individual relationships for life long Success.



VAIL ACADEMY AND HIGH SCHOOL BOXERS DO THEIR PART

Participate
Acept everyone
be **R**esponsible and
Take initiative



Notice of Nondiscrimination

Vail Unified School District #20 does not discriminate on the basis of race, color, national origin, sex, age, religion, genetic information, or disability in admission or access to, or treatment or employment in, its educational programs or activities. Inquiries concerning Title VI, Title VII, Title IX, Section 504, and Americans With Disabilities Act may be referred to the Superintendent, Calvin Baker, Assistant Superintendent, John Carruth, 13801 E Benson Hwy, Vail, AZ 85641, 520.879.2000.

Aviso de No Discriminación

El Distrito Escolar Unificado de Vail # 20 no discrimina a base de raza, color, origen de nacionalidad, sexo, edad, religion, información genética, o inhabilidad en admisión o acceso a, o tratamiento de personas o empleo en, sus programas educacionales o actividades. Si usted tiene preguntas o algun otra cuestión sobre Titulo VI, Titulo VII, Titulo IX, Sección 504 ud. puede digerirse con al Superintendente Sr. Calvin Baker, Superintendente Sr. John Carruth, 13801 E. Benson Hwy, Vail, AZ 85641 520 879.2000.

VAIL SCHOOL DISTRICT MISSION STATEMENT

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

GUIDING PRINCIPALS

OUR SCHOOLS ARE COMMUNITIES OF LEARNERS. We define a community as a place where each individual is important and has something valuable to contribute to others in the community. We believe that learning is a lifelong activity. We are all learners. We expect parents, staff members and volunteers to model this belief for students.

WE CARE ABOUT STUDENTS. We believe that each student should be given the opportunity to be educated in a physically and emotionally safe, personalized, and caring environment.

ONE OF OUR HIGHEST PRIORITIES IS KEEPING CLASS SIZES SMALL. Working with students in smaller groups increases opportunities for learning, personal attention, a sense of belonging and the development of a supportive classroom community.

WE ARE COMMITTED TO FISCAL RESPONSIBILITY. We are entrusted with using public resources to provide a quality education for our students. We carefully develop priorities based on student needs, legal responsibilities and cost-effective methods.

WE ARE RESPONSIBLE TO OUR LOCAL COMMUNITY. Our schools are the centers of the community. We actively seek community involvement. And, we respond to community needs.

WE RESPECT PARENTS AND THEIR VALUES. We operate on the behalf of parents. It is our responsibility to assist parents in the education of their children. We value parental involvement, and make every reasonable effort to address and respond to parental concerns.

SMALL SCHOOLS ARE THE BEST PLACES TO DEVELOP CARING COMMUNITIES OF LEARNERS. We like the atmosphere of a small school that has been developed into a positive, healthy community. We prefer small schools. We seek to create that small school atmosphere in all of our schools, regardless of the size that growth and economics may force them to become.

WE BELIEVE LEARNING EXTENDS WELL BEYOND THE CLASSROOM. Our educational program is enriched and extended with opportunities such as: field trips, recreational activities, academic competitions, and club activities.

WE UPHOLD TRADITIONAL VALUES SUCH AS RESPECT, PERSONAL AND SOCIAL RESPONSIBILITY, HONESTY, AND HARD WORK. We model socially responsible behavior, expect it from each student and make it part of our curriculum. We believe these traditional values have served our society well in the past, are cherished by our community, and are important to our future.

WE ARE CONTINUALLY IMPROVING. We are never content with the status quo in our operations or in our curriculum methods. We recognize that we live in a changing world and we respond to those changes. And, we are constantly looking for better and more efficient ways to accomplish our mission.

WE VALUE OUR EMPLOYEES. We specifically and carefully select our staff on the basis of their ability to carry out the mission and guiding principles described above. We hire the best people suited for the task. We respect their expertise and depend on them to work with parents to make our vision for a community of learners a reality.

VAIL SCHOOL DISTRICT NO. 20

"Where Education is a Community Effort"

RAISING EXPECTATIONS

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

HIGH SCHOOL

RECOGNITIONS

- Tenth Grade Students who, on their first attempt, exceed the standards on all three sections of the high school AIMS tests will receive a plaque from the Governing Board.
- High school seniors who receive 29 or higher on their ACT College Entrance Exam will receive a plaque from the Governing Board.

RECOMMENDED INTERVENTIONS

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

REQUIRED INTERVENTIONS

- Any student who falls far below the district assessment standard may be required to complete 12 hours of remediation for each deficient content area.
- Any assigned remediation hours will be completed prior to earning course credit.

Remediation may include one or more of the following:

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

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

CONSEQUENCES

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

ATTENDANCE POLICY

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

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

- Cienega High School - 7 absences
- Vail High School - 9 absences
- Pantano High School - 9 absences
- Empire High School - 12 absences

NOTES

- Individual schools may choose to implement complementary positive and negative consequences for all testing programs
- Special Education students requiring interventions will be referred to the IEP team
- Students will be treated as individuals and principals will have the authority to make exceptions

1/09/12

VAIL SCHOOL DISTRICT NO. 20

"Where Education is a Community Effort"

RAISING EXPECTATIONS

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

GRADES 3 THROUGH 8

REWARDS

1. Students who "meet" the reading, writing or math sections of the AIMS test will receive a ribbon.
2. Students who pass all sections of the AIMS tests, reading, math, and writing (when the writing section is required*) and "exceed" the standard on one or more tests will receive a plaque.
3. Students who "exceed" all sections of the AIMS tests, reading, math, and writing (when the writing section is required*) will receive a trophy.

REQUIRED INTERVENTIONS

1. A District Assessment will be given to all students for math and reading prior to the end of the first three quarters.
 - Any 3rd - 5th grade student who does not meet the district assessment standard will be required to complete 12 hours of remediation for each deficient area.
 - Any 6th - 8th grade student who falls far below the district assessment standard will be required to complete 12 hours of remediation for each deficient area.
2. If at the end of the 1st, 2nd, or the 3rd grading period a student has an F in a core course (math, language arts, reading, science or social studies), the student will be required to successfully complete a minimum of 12 hours of remediation for each failing grade.
3. If at the end of the 4th grading period a student has an F in a core course, the student will be required to successfully complete 12 hours of remediation for each failing grade during the summer break. Eighth grade students who fail a core course in the 4th quarter will not be

*Currently, writing is required in grades five, six and seven.

permitted to participate in promotion ceremonies.

Remediation may include one or more of the following:

1. Tutoring
2. Intersession courses
3. Summer school
4. Saturday school
5. Additional academic courses in lieu of Specials or Electives
6. Private or Commercial Tutoring pre-approved by the principal

EXCESSIVE ABSENCES

Regular school attendance promotes learning and achievement; therefore, students who have nine or more days of excused or unexcused absences in a semester will be required to complete 12 hours of remediation.

CONSEQUENCES

Students who fail to successfully complete required remediation will be retained.

NOTES

- Individual schools may choose to implement complementary positive and negative consequences for all testing programs
- Special Education students requiring interventions will be referred to the IEP team
- Students will be treated as individuals and principals will have the authority to make exceptions
- Any retention decision may be appealed to the Governing Board as per board policy

5/11/10

General Rules and Regulations

Bullying

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

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

Hazing

JICFA

There shall be no hazing, solicitation to engage in hazing, or aiding and abetting another who is engaged in hazing of any person enrolled, accepted for or promoted to enrollment, or intending to enroll or be promoted to District schools within twelve (12) calendar months. For purposes of this policy, a person as specified above shall be considered a "student" until graduation, transfer, promotion, or withdrawal from the District school.

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

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

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

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

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

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

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

Students and others may report hazing to any professional staff member. Professional staff members must report the incident to the school administrator or next higher administrative supervisor, in writing, with such details as may have been provided. A failure by a staff member to inform the school in a timely matter an administrator or next higher administrative supervisor of a hazing allegation or their observation of an incident of hazing may subject the staff member to disciplinary action in accord with District policies. The staff member shall preserve the confidentiality of those involved, disclosing the incident only to the appropriate school administrator or next higher administrative supervisor or as otherwise required by law. Any instance of reported or observed hazing, which includes possible child abuse, or violations of statutes known to the staff member shall be treated in accord with statutory requirements and be reported to a law enforcement agency.

To assure that students and staff are aware of its content and intent, a notice of this policy and procedure shall be posted conspicuously in each school building and shall be made a part of the rights and responsibilities section of the student handbook. Forms for submitting complaints are to be available to students and staff in school offices.

Disposition of all reports/complaints shall be reported to the Superintendent. The Superintendent will determine if the policies of the District have been appropriately implemented and will make such reports and/or referrals to the Board as may be necessary.

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

Student concerns, complaints, and grievances

JII-EB

Students may present a complaint or grievance regarding one (1) or more of the following:

- Violation of the student's constitutional rights,
- Denial of an equal opportunity to participate in any program or activity for which the student qualifies not related to the student's individual capabilities,
- Discriminatory treatment on the basis of race, color, religion, sex, age, national origin, or disability,
- Harassment of the student by another person,
- Intimidation by another student
- Bullying by another student
- Concern for the student's personal safety,

Provided that:

- The topic is not the subject of disciplinary or other proceedings under other policies and regulations of this District, and
- The procedure shall not apply to any matter for which the method of review is prescribed by law, or the Governing Board is without authority to act. The guidelines to be followed are
- The accusation must be made within thirty (30) calendar days of the time the student knew or should have known that there were grounds for the complaint/grievance.
- The complaint/grievance shall be made only to a school administrator or professional staff member.
- The person receiving the complaint will gather information for the complaint form.
- All allegations shall be reported on forms with the necessary particulars as determined by the Superintendent. Forms are available in the school office.
- The person receiving the complaint shall preserve the confidentiality of the subject, disclosing it only to the appropriate school administrator or next higher administrative supervisor or as otherwise required by law

Any question concerning whether the complaint/grievance falls within this policy shall be determined by the Superintendent.

Complaints by middle or high school students may be made only by the students on their own behalf. A parent or guardian may initiate the complaint process on behalf of an elementary school student. A parent or guardian who wishes to complain should do so by completing the forms following Policy KE on Public Concerns and Complaints.

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

Retaliatory or intimidating acts against any student who has made a complaint under this policy and its corresponding regulations, or against a student who has testified, assisted or participated in any manner in an investigation relating to a complaint or grievance, are specifically prohibited and constitute grounds for a separate complaint.

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

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

Sexual Harassment

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

Sexual harassment takes many forms. Here are a few examples.

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

STUDENT ATTENDANCE POLICY

Student absences must be reported to the front office by a parent. The attendance number is 879-1903.

Philosophy Students, parents, and educators recognize the importance of attendance and punctuality at school.

Policy

Arizona law charges the **parent or guardian** with responsibility for the student's consistent school attendance. The Superintendent will enforce the laws regarding attendance with consideration for the variables that affect children and families. The superintendent will place emphasis on prevention and correction of the course of absenteeism.

Compulsory Attendance Ages

It is unlawful for any child who is at least six but not yet sixteen years of age to fail to attend school during the hours that school is in session, unless such child is excused pursuant to:

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

Attendance Records

Teachers will take attendance at the beginning of each class. The name of any absent student will be entered in PowerSchool.

Procedure

1. Student shall be in physical attendance in the classroom in which they have been assigned. Students will be counted absent on a period-by-period basis whenever they are not physically in attendance.
2. Students will be considered absent from class if they are not in attendance within the first 10 minutes of a 60-minute class.
3. Students may not leave during the school day without first checking out through the attendance office. **Leaving campus without permission may result in a 3 day Out of School Suspension.** It is the responsibility of the parents/guardians to give permission by note or phone call, prior to a student leaving campus.
4. Parents/guardians need to contact the front office in the event the student is going to miss class. When a student returns to school after an absence, a note of explanation from the parent must be submitted or a phone call received within 2 days following any absence. A doctor's statement regarding student illness will be accepted in place of a parent/guardian note. If verification is not received within the 2-day period, the absence remains recorded as unexcused.
5. In order to return to school after a three-day absence, a doctor's note may be required stating that the child is well enough to return.

Absences

Attendance is essential in order to earn credit in a class. **Students are responsible to see teachers for work missed during any absence.** Students may be in danger of losing credit if they do not make up missed work.

Loss of Graduation Credit (This also applies to middle school students taking HS courses)

According to Board Policy and Raising Expectations, students who reach **9 non-school related absences** in any one class **may** fail or lose graduation credit in that class. Loss of credit or failure of a class is at the discretion of the teacher and administration.

Students who reach **13 non-school related absences** in any one class will lose graduation credit in that class automatically.

TARDY POLICY

Students are expected to be in the classroom, ready to learn, when the bell rings to begin class at 7:40 am. and according to the bell schedule throughout the day. Students who arrive late to class during the day will receive a lunch detention. Students who arrive late to school (after 7:40 am) are subject to administrative consequences.

SCHEDULE CHANGE POLICY

The school reserves the right to change a student's schedule for the purposes of balancing class size, demographics or teaching loads for staff or other administrative purposes.

A student may request a schedule change during the first three weeks of a semester by meeting with the counselor. If the counselor sees merit in the student's request, the student will be provided a schedule change form. The student will need to speak with the teachers involved and have their signatures approving the change. The student's parent will also need to sign the form. Once those signatures are collected, an administrative signature will be required to approve the change. (At any point the counselor, a teacher, a parent, or an administrator can choose not to approve the request, and the process is over). Forms are available in the counseling office.

Students who wish to change a schedule after the third week will be able to do so with the written understanding that an "F" will appear on the student's transcript for the dropped class and that an appropriate location for the student to go during that period of the day can be found. (Sitting in the front office or a teacher's class is not an acceptable solution).

Please note that the VSD Governing Board expects all students to be enrolled in at least five classes. Students who wish to be enrolled in only five classes need to have parent permission to do so. Forms are available in the counseling office.

VAIL ACADEMY AND HIGH SCHOOL STUDENT CONDUCT AND DRESS CODE

Vail Academy & High School is located on the property of the University of Arizona Tech Park in a stand alone building. One goal of the school is to develop positive relationships with the business community in the park in order to provide unique opportunities for our students to interact with business professionals. To foster these relationships, it is important that students present an image that is appropriate to a business environment. This includes behavior, clothing, hairstyles, accessories, and an overall appearance that is acceptable to such an environment.

Student Conduct

Student conduct will be within the guidelines of district policy and the Vail Academy and High School Code of Conduct. Any violation of these policies or the Code of Conduct will be submitted to the school administration for review and/or disciplinary action if necessary. Once again, the goal of the school is to foster responsibility through relationships with our local community. Student behavior, in and out of school, can dramatically affect the success of these relationships. Appropriate conduct also applies to student behavior within the school and classroom so that the educational experience is not disruptive but maximized.

Public Display of Affection

Public displays of affection will be addressed by the administration.

Electronic Devices and Cell Phones

Cell phones are to be turned off or placed on silent mode (NOT VIBRATE) while on campus. All other electronic devices such as iPods, cameras, games, etc. are not allowed to be used on campus during the school day. Individual teachers may enforce policies regarding electronics in their classrooms as they deem appropriate. If used inappropriately, devices may be secured by the school staff and held until the student retrieves the device after school from the school administration (disciplinary action may be taken). The second time a student has an electronic device confiscated a parent will need to pick it up from the school. If a student has a 3rd violation, the student will receive disciplinary consequences and the device may be held by the school until the end of the semester. *Students are not allowed to photograph or video record other students with personal devices or for personal use without administrative permission.*

Electronic device and cell phone usage is allowed before and after school. High school students **may** be allowed to use these devices at lunch as long as doing so is not disruptive to those around them. All use of electronic devices should be consistent with the district's ACT Statement.

If a student needs to call home, calls must be made from a school phone.

Food and Drink

Only bottled water will be allowed in classrooms. No other food or drink is permitted. No outside "fast food" can be dropped off for students. Parents are welcome to bring food and eat lunch with their child in the cafeteria. No cupcakes, cookies, cake, or other foods that do not comply with the AZ Wellness Policy guidelines are permitted for birthdays or other celebrations. You can, however, order such snacks through our cafeteria provider which will meet these guidelines.

Student Arrival Time

No student may arrive on site before 7:15 am. Gates will not be opened until 7:15 and there will be no adult supervision.

Student Departure Time

Students are expected to be picked up from school by 3:00 on regular school days and 12:20 on half days. Any student who remains after school must be under the supervision of the school staff member sponsoring the activity or tutoring. Students wishing to stay for tutoring are **REQUIRED** to register in the front office prior to 2:45 each day that tutoring is offered, most Mondays-Thursdays.

Parking Policy

Students who drive to school must obtain a parking permit in the front office. They will be assigned a designated numbered parking spot.

Dress Code and Grooming

Students are expected to dress appropriately while on campus and during all school-sponsored activities as they are a direct reflection of Vail Academy and High School. The parameters for appropriate dress and grooming are set forth below. Students who violate the dress code will be sent to the school administration to correct any deficiencies by calling a parent to bring appropriate attire and/or receiving an unexcused absence until the student complies with the dress code. **The school administration shall be the interpreters of proper attire.**

All clothing must be neat, clean, and in good repair. Clothing and accessories may not display language/logos of a sexual nature, depict graphic images of physical violence, or weapons. At no time can clothing display profanity, profane/obscene gestures, or promote alcohol, drugs, or tobacco. Gang-related clothing, accessories, or personalization are not permitted. **All clothing must conceal undergarments at all times including boxer shorts and bra straps.**

- Pants must be worn at the natural waist. No sagging. Shorts and skirts must reach mid-thigh or have a 4 inch inseam. Shorts and skirts worn over leggings or tights must still reach mid-thigh or have a 4 inch inseam.
- Cut-offs are not allowed. However, shorts/skirts purchases with a seam and a frayed edge are permitted. Ripped denim that allows skin to show is not allowed.
- Shirts may not expose the midriff or reveal any cleavage. Tank tops must be at least one inch wide over the shoulder. Halter tops and spaghetti straps are not permitted.
- Hats must be worn facing forward at all times. Hats and hoods are not permitted indoors.
- Footwear must be appropriate for a school environment. Slippers and flip flops are not allowed.
- All clothing must be appropriately sized. Students are not allowed to wear pajamas.
- Hair cannot be dyed unnatural colors such as blue, pink, green, purple, etc. It cannot be cut in an ornamental style so as to cause a distraction to the learning environment.
- Jewelry should be worn in moderation. Piercings may only be worn in the ears. Gauges (tunnels or spikes) may not be visible on campus.
- Tattoos must be covered.

We understand that styles change. As they do, administration will have the final say on what is deemed appropriate for our school environment.

Spirit days may allow for a different set of standards when approved by administration. Dress will be according to the themes dictated by the special days.

Lost and Found

The front office maintains lost and found articles. Items found by students should be turned in to the front office. At the end of each quarter, items will be donated to charity.

Saturday School

Vail Academy and High School reserves the right to implement Saturday School from 7:30 am to 11:30 am as a consequence for poor academic performance, violations of the code of conduct, or students with tardy and absence counts that exceed the acceptable limit.

Summer School

Vail School District's Summer School Program supports the mission to develop all students' qualities necessary to fulfill their roles as life long learners in a democratic society. The Summer School Program supplements the regular school program classes for enrichment as well as remedial purposes. Summer School information is available in the Counseling Office. **It is difficult to acquire and refine necessary skills in such a short, condensed three-week per semester summer school session. Therefore, core area subjects such as English, Math, Social Studies, and Science may only be taken for remedial purposes. Students who take on-line courses outside of the Vail district may be required to take a VUSD exam to ensure the necessary content has been acquired.**

PowerSchool® Grade and Attendance Management

With PowerSchool®, a student or parent can easily and quickly check on grades, missed assignments, attendance, and graduation progress any time from any Internet-connected computer. Parents and students keep closer tabs on progress using PowerSchool®, and communication with individual teachers via e-mail improves the home and school connection.

Technology Expectations

Students and parents will be expected to sign the district's 'Acceptable Use Policy' (AUP) prior to accessing technology. As a school that delivers much of its curriculum digitally, students are expected to have access to the Internet when away from school.

Field Trip Guidelines

Students participating in field trips benefit from exposure to a variety of learning opportunities. These events are to be considered as 'extra-curricular' events. As such, students are expected to be in good academic standing, defined as: passing all of their classes and having a 2.0 or higher GPA as of Monday morning the week of the field trip. Students are not to miss classroom instruction time to participate in a field trip if their grades are too low. (Only teacher errors will be considered in adjusting grades after Monday morning, but prior to the trip).

Students may participate in events that occur outside of the normal classroom periods (ex: evenings, Saturdays or during a school break) ONLY after receiving special permission from an administrator. Curriculum related trips for programs like CTE will be treated on a case by case basis.

High school students are not allowed on the playground equipment.

BASIC REQUIREMENT FOR GRADUATION AND ENTRANCE TO ARIZONA UNIVERSITIES

To be eligible for **unconditional** admission, Arizona residents must meet one of the following qualifications:

1. Top 25% class rank
2. 3.0 unweighted GPA in the required courses (on a 4.0 scale)
3. 1040 SAT score (reading and math)
4. 22 composite ACT score

(You must also complete the course-work requirements listed below).

You may be admitted **conditionally** if you have:

1. No more than one deficiency in any two subjects listed in course work and
2. Top 50% class rank or
3. 2.5 minimum unweighted GPA in the 16 required courses

Conditional students may be required to participate in an academic assistance program.

VAHS GRADUATION REQUIREMENT

CLASS OF 2014	CLASS OF 2015	CLASS OF 2016 MUST PASS 2 HONORS OR AP CLASSES IN ANY CORE SUBJECTS.	CLASS OF 2017 MUST PASS 2 HONORS OR AP CLASSES IN ANY CORE SUBJECTS.
English: 4 credits	English: 4 credits	English: 4 credits	English: 4 credits
Math: 4 credits	Math: 4 credits	Math: 4 credits	Math: 4 credits
Science: 3 credits	Science: 3 credits	Science: 3 credits	Science: 3 credits
Social Stud: 3.5 credits	Social Stud: 3.5 credits	Social Stud: 3.5 credits	Social Stud: 3.5 credits
CTE/Fine Arts: 1 credit	CTE/Fine Arts: 1 credit	CTE/Fine Arts: 1 credit	CTE/Fine Arts: 1 credit
Electives: 3.5 credits	Electives: 3.5 credits	Electives: 3.5 credits	Electives: 3.5 credits
CTE: 2	CTE: 2	CTE: 2	CTE: 2
Health: .5	Health: .5	Health: .5	Health: .5
SEP: .5	SEP: .5	SEP: .5	SEP: .5
TOTAL: 22	TOTAL: 22	TOTAL: 22	TOTAL: 22

SENIOR PROJECT GRADUATION REQUIREMENT

The purpose of the Senior Project at Vail Academy & High School is to serve as a comprehensive, culminating project that helps seniors prepare for life after high school. Student presentations are made to members of the local business community and may serve as an opportunity for students to network and build useful presentations skills needed in today's marketplace. It is a graduation requirement for the Vail School District. Our standards are high: students must initiate an actual project (i.e., building or producing something) or serving in a leadership role in the community. Job shadowing and reporting on what someone else is doing is not considered a valid project. The entire project consists of three (3) main parts:

The Research Paper

The research paper portion of the Senior Project is a seven to ten page paper with a variety of reference types including an interview with an expert in their field. The paper is graded by graduate students at the University of Arizona.

The Portfolio

The portfolio is a comprehensive documentation of the actual project completed by the student. It is graded by the faculty and staff of VAHS.

The Presentation

Finally, students have the opportunity to explain to others what their project was and what they learned from doing it. It is graded by teachers, parents and community members.

POST HIGH SCHOOL PLANNING

The Vail High School Education Advisor assists in providing up-to-date materials and information so that students are kept informed about dates, procedures, materials, and activities related to career and educational planning. References, resource materials, and other services are available in the VAHS counselor's office.

National Merit Scholarship

The National Merit Scholarship program, a prestigious award, is based on scores achieved on two tests. The PSAT (Preliminary SAT) is used as a pre-qualifier; selection is then made based on SAT scores and a competitive application process. Sophomores are strongly encouraged to take the PSAT, offered in early fall, as a practice for the test in their junior year. Juniors are strongly encouraged to take the SAT.

College Readiness

College-bound student will need to take either the ACT or the SAT. Students are advised to take these tests in the spring of their junior year and to meet with a counselor for a college-planning appointment. During the senior year, students should apply for admission to colleges, college scholarships, and/or financial assistance. Students interested in military academies and/or ROTC scholarships should begin applying during the second semester of their junior year. Student should see their counselor for specific information on testing dates, application forms, deadlines, and admission requirements.

Please visit our counselor's website at: <http://class.vail.k12.az.us/vahs-counseling/>.

DISTINCTION POINTS

For the purpose of determining the grade point average of students attending VAHS, the following scale will be issued: A=4, B=3, C=2, D=1, and F=0.

Vail High School recognizes that some courses are designed to be more challenging; however, we will not have a traditional weighted grade formula. Through Honors, Advanced Placement, and Dual Enrollment, students can have accelerated opportunities with a chance to benefit their GPA. Students enrolled in accelerated courses will have their GPAs calculated as all students' grades are done. However, students who are enrolled in these courses will be given "Distinction Points" if they earned an A, B, or C in the class. The 'Distinction Points' are as follows:

Honors/Dual Enrollment	.03
Advanced Placement	.05

Below find two sample students enrolled in the same courses. Student #1 has weighted grades and student #2 has regular grades with distinction points.

Student # 1		Student # 2	
Math (H)	4.03	Math (H)	4.0 + .03
English (H)	4.03	English (H)	4.0 + .03
PE	4.00	PE	4.0
Art	4.00	Art	4.0
History (AP)	4.05	History (AP)	4.0 + .05
Biology (AP)	4.05	Biology (AP)	4.0 + .05
24.16 / 6 = 4.026		24 / 6 + .16 = 4.16	

Students who transfer from another school will have their GPA determined using VAHS guidelines. The sending school also must list on the transcript, in the course name, designations such as Advanced Placement or Honors to receive consideration for distinction points.

Distinction Points will be used to determine the Valedictorian and Salutatorian, and the recognition at graduation of graduating with "Honors" and "High Honors." These titles will be made at the completion of the eighth semester. Students are expected to have completed at least 4 semesters (including their final 2) of high school credits while enrolled at Vail Academy and High School to be considered for Valedictorian and/or Salutatorian. "Enrolled" means that a majority of their credits must be earned at VAHS, not through online instruction. Administration reserves the right to take 'unique' circumstances into account.

All requests for class rankings will be determined using distinction points unless a college specifically asks for an un-weighted ranking. Official transcripts will display both un-weighted and distinction GPAs and rankings.

18 YEAR OLD STUDENTS

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

ACADEMIC HONESTY

Academic dishonesty occurs when students obtain or assist others in obtaining credit for work that is not their own.

Common examples of academic dishonesty include, but are not limited to, the following:

- Using hidden notes, copying from another student, or helping another student during a test.
- Receiving or giving test questions or answers to a member of another class.
- Submitting another student's work** as one's own.
- Copying or stealing another student's work and submitting it as one's own or permitting another student to copy one's work.
- Stealing or accepting stolen copies of tests or answers.
- Changing answers and seeking credit on a test after the test has been graded and returned.
- Changing the results on performance examinations, e.g. a physical fitness test.
- Falsifying information for applications, e.g. college, scholarships, National Honor Society, etc.
- Using computers, electronic devices and programmable calculators in violation of guidelines established by the teacher.
- Using help such as notes, books, experts or purchased services in violation of guidelines that are established by the teacher.
- Resubmitting the same or a similar research paper, project, essay or assignment in two or more different courses without the permission of the teacher.
- Soliciting answers.
- PLAGIARIZING:** Presenting material taken from another source without adequate documentation:
- Presenting another person's creative work or ideas as one's own in essays, poems, music, art, computer programs, or other projects.
- Failing to cite with quotation marks the written words or symbols of a source or author.
- Copying or paraphrasing words with ideas from any source, including literary criticism or study aids, without acknowledgment.
- Failing to cite the source of words, ideas, etc., which is quoted, paraphrased, or summarized in a student's oral or written work.

The following acts are considered Academic Dishonesty:

- CHEATING** – Cheating includes the actual giving or receiving of an unauthorized aid or assistance or the actual giving or receiving of unfair advantage on any form of academic work.
- PLAGIARISM** – Plagiarism includes the copying of the language, structure, idea and/or thought of another and representing it as one's own original work.
- FALSIFICATION** – Falsification includes the verbal or written statement of any untruth. (Violations in this category may result in additional disciplinary action beyond the steps outlined for honor code violations.)
- STEALING** – Stealing includes acquiring another's possessions without right or permission. (Violations in this category may result in additional disciplinary action beyond the steps outlined for honor code violations.)
- FORGERY** – Forgery includes the illegal copying of another's name or signature. (Violations in this category may result in additional disciplinary action beyond the steps outlined for honor code violations.)
- ATTEMPTS** – Attempts toward completion of any act described above would constitute a violation and may be punishable to the same extent as if the attempted act has been completed.

Note: Studying with other students to prepare for class assignments or examinations is not academic dishonesty unless such actions are prohibited or limited by the teacher.

* A test is any examination, ranging from a quiz to a final.

** Work is defined as a homework assignment, paper, project, report, take-home test, or any other work that the teacher has intended the student to complete independently.

Code of Conduct

(Rev. 4/13)

Level I: 1 point

Dress code infractions
Excessive tardiness
Inappropriate behavior
Using profane or vulgar language
Misuse of cell phones or other electronic devices
Excessive public display of affection
Ditching – 1st offense
Possession of matches/lighter
Unauthorized fundraising
Inappropriate grade level interaction

Consequences

Teacher negotiated consequence
Administrator negotiated consequence
Detention
Out of school suspension

Level II: 2 points

Disrupting the educational environment/Disorderly Conduct
Accessing inappropriate Internet sites/Violating Acceptable Use Policy
Possessing obscene materials
Gambling, Vandalism or Intimidation
Offensive language with reference to race, religion or gender (1st offense)
Bullying/Cyber bullying (1st offense)
Sexual harassment (1st offense)
Defiance/uncooperative behavior
Ditching – (repeated)
Cheating/plagiarism
Leaving school without permission
Attempting to instigate a fight
Inappropriate grade level interaction (Documented/Repeated)

Administrator negotiated consequence
3 days of Suspension

Level III: 3 points

Inappropriate or vulgar language directed at a staff member
Creating a physically hazardous condition
Destruction of property
Stealing
Gang activity (Gang unit may be notified)
Hazing/Initiation
Bullying/Cyber Bullying (Documented/Repeated)
Sexual harassment (Documented/Repeated)
Offensive language with reference to race, religion or gender (Documented/Repeated)
Fighting
Selling, using, or possessing tobacco or nicotine products
Attempt to commit a crime
Threats/Intimidation toward staff members

5 days of Suspension
Law Enforcement may be notified

Level IV: 5 points

Creating a danger to the educational environment (ex pulling a fire alarm)
Selling, using, possessing, or distributing alcohol, drugs,
or other controlled substances, paraphernalia, or other "mind altering"
products
Selling, using, or possessing weapons, simulated weapons, fireworks,
or other dangerous instruments

10 day out-of-school suspension
pending long-term hearing
Law Enforcement will be notified

- Each infraction will result in a point value based upon the category. If a student accumulates **more than a total of 5 points** during any one school year the student may be suspended for 10 days pending a hearing the administration may recommend a long-term suspension