JOSEPH CITY JR/SR HIGH SCHOOL

STUDENT HANDBOOK 2026-27

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2026-2027 | K-12 Academic Calendar

Joseph City Schools

JULY 2026

S	M	T	W	Th	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	

3 Independence Day Observed (Holiday)
27-28 New Teacher Days
29 First Day for Returning Teachers
30-31 Staff Day

AUGUST 2026

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

3 First Day for Students
21 Enrichment Day

17 days in session

SEPTEMBER 2026

S	M	T	W	Th	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			

7 Labor Day (Holiday)
18 Enrichment Day

17 days in session

OCTOBER 2026

S	M	T	W	Th	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

2 Enrichment Day
7 End Quarter 1 *(38 days)*
8 Fall Break
15 Early Release P/T Conf.
23 Enrichment Day

16 days in session

NOVEMBER 2026

S	M	T	W	Th	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					

11 Veterans Day
13 Enrichment Day
23-26 Thanksgiving Break
25 Thanksgiving Eve (Hol.)
26 Thanksgiving Day (Hol.)

12 days in session

DECEMBER 2026

S	M	T	W	Th	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		

11 Enrichment Day
17 End Quarter 2 *(35 days)*
17 End Semester 1 *(73 days)*
21-31 Winter Break
24 Christmas Eve (Holiday)
25 Christmas Day (Holiday)

11 days in session

JANUARY 2027

S	M	T	W	Th	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						

1 New Year's Day (Holiday)
4 Teacher Prep Day
8 Enrichment Day
18 Civil Rights Day (Holiday)
29 Enrichment Day

14 days in session

FEBRUARY 2027

S	M	T	W	Th	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						

5 Enrichment Day
15 Presidents' Day (Holiday)
23 *100th day in session*
26 Enrichment Day

15 days in session

MARCH 2027

S	M	T	W	Th	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			

4 End Quarter 3 *(33 days)*
8-11 Spring Break
18 Early Release P/T Conf.
26 Enrichment Day

15 days in session

APRIL 2027

S	M	T	W	Th	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	

16 Enrichment Day
30 Enrichment Day

17 days in session

MAY 2027

S	M	T	W	Th	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					

14 Enrichment Day
20 Last Day of School (Early Release)
20 End Quarter 4 *(40 days)*
20 End Semester 2 *(73 days)*
31 Memorial Day (Holiday)

12 days in session

JUNE 2027

S	M	T	W	Th	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			

146 School Days
14 Enrichment Days / Staff Professional Development Days
4 Teacher / Staff Prep Days 2 New Teacher Prep Days 2 Teacher Flex Days

See STAFF DUTY CALENDARS for staff holidays and paid duty days

School Day
Enrichment Day
Staff Prep Day (no school)
School Closed

Regular School Day Schedule		
Period	Start Time	End Time
Teacher	Start Time	7:30 AM
1st	8:00 AM	8:55 AM
2nd	9:00 AM	9:55 AM
3rd	10:00 AM	10:55 AM
4th	11:00 AM	11:55 AM
Test Prep	11:55 AM	12:10 PM
Lunch	12:10 PM	12:45 PM
5th	12:45 PM	1:40 PM
6th	1:45 PM	2:40 PM
7th	2:45 PM	3:40 PM
Teacher	End Time	3:45 PM

Half Day Schedule		
Period	Start Time	End Time
1st	8:00 AM	8:30 AM
2nd	8:35 AM	9:05 AM
3rd	9:10 AM	9:40 AM
4th	9:45 AM	10:15 AM
5th	10:20 AM	10:50 AM
6th	10:55 AM	11:25 AM
7th	11:30 AM	12:00 PM

Pep Assembly Schedule		
Period	Start Time	End Time
1st	8:00 AM	8:50 AM
2nd	8:55 AM	9:40 AM
3rd	9:45 AM	10:30 AM
4th	10:35 AM	11:20 AM
Assembly	11:25 AM	12:05 PM
5th	12:45 PM	1:40 PM
6th	1:45 PM	2:40 PM
7th	2:45 PM	3:40 PM

2 Hour Delay - Late Start Schedule		
Period	Start Time	End Time
1st	10:00 AM	10:40 AM
2nd	10:45 AM	11:22 AM
3rd	11:27 AM	12:05 PM
Lunch	12:05 PM	12:45 PM
4th	12:45 PM	1:25 PM
5th	1:30 PM	2:10 PM
6th	2:15 PM	2:55 PM
7th	3:00 PM	3:40 PM

THE STUDENT

Welcome to the 2026-27 school year. We are expecting another great year for Joseph City Schools. It is our plan to provide you with a variety of opportunities to grow and develop. It is my belief that our small school can serve you well and give you an advantage in your post high school college and career readiness. This handbook is provided to you as a guide and a resource on making the most out of your time. In the following pages you will find the school rules. Please familiarize yourself with them so that you can fully enjoy all of the opportunities that Joseph City Jr/Sr High School has to offer. Make this year meaningful and relevant for yourself. Work on your self-discipline and strive for excellence in everything that you do. The choices that you make now, in these formative years, will set the trajectory for the rest of your life.
Sincerely,

Eric Miller
Principal

MISSION STATEMENT

Challenge and empower all students to be independent thinkers, lifelong learners, and responsible citizens.

VISION STATEMENT

Inspire a passion for learning by making education relevant and fun.

DISCLAIMER

All rules, regulations and procedures stated in this handbook are superseded by current school policy.

NON-DISCRIMINATORY STATEMENT

Joseph City Unified School District is committed to non-discriminatory practices in relation to race, color, religion, sex, age, national origin, and/or disability. Policies AC, AC-R, and AC-E pertaining to nondiscriminatory practices and equal opportunity will prevail in all matters concerning students, staff members, the public, and individuals with whom the District conducts business

GRADES

The school year is divided into two semesters. Each semester is divided into two terms. The grade received for semester work is the only grade recorded on the permanent record card. The semester grade is a cumulative grade from the first of the semester until the end including the midterm or final exam. If you are earning a grade of a D or F in a class, deficiency letters will be sent to alert you and your parents to the fact that you are having trouble in a class at three week intervals.

A - EXCELLENT (Consistently exceptional work)
B - VERY GOOD (Above average work)
C - AVERAGE
D - BELOW AVERAGE (Only minimum work or work of poor quality.)
F - NOT PASSING (Work falls below required minimum) No credit.
I - INCOMPLETE In rare cases an incomplete will be given. An Incomplete must be changed to a grade within two weeks of the end of the semester or it automatically changes to an F. It is the students' responsibility to check with the teacher to make certain the incomplete is changed to a grade within the two-week period.

MODIFIED G.P.A.

Grade point averages will be used to determine those on the honor roll and for most other purposes. The standard 4.0 G.P.A. system has been modified to award 5 points in College Algebra/Pre-Calculus/Advanced English/Physics and Human Anatomy; 4 points for a B; 3 points for a C; 2 points for a D and no points for an F. Thus students in advanced classes may have G.P.A. greater than 4.0. If you have any questions about your own G.P.A., please check in the office. Students who are teacher assistants will receive a grade of pass or fail. This grade will not be figured into their GPA.

Level I:	**Level II:**		**Level III:**	
A = 5 points Physics	A = 4 points	All classes that	A=3 points	Remedial
B = 4 points Human Anatomy	B = 3 points	are not Level I	B=2 points	& Special
C = 3 points Advanced Math	C = 2 points	or Level III	C=1 point	Education
D = 2 points Advanced English	D = 1 point	Classes	D=0 points	Classes
F = 0 points	F = 0 points		F =0 points	

G.P.A. REQUIRED FOR STUDENT BODY OFFICES

A student must carry a 2.7 G.P.A. to be a Student Council officer. To run for a class office a student must carry a 2.5 G.P.A.

PARENT/TEACHER CONFERENCES

At the end of the first and third nine week grading periods report cards will be given to parents during parent/teacher conferences. All parents are urged to come in and visit with the students' teachers during parent/teacher conferences at the end of the 1st and 3rd quarters. These conferences will be held in the evening from 1:00 – 4:30 p.m. and from 5:00 p.m. to 7:00 p.m.

REPORT CARDS

Report cards are given to the parents as they come to parent/teacher conferences on the 1st and 3rd nine week quarters. The report cards will be mailed the 2nd and 4th nine week quarters. In order to receive credit for any subject, all work must be completed and all tests must be taken.

CLASSIFICATION OF HIGH SCHOOL STUDENTS

9th Grade= 0-5 credits 10th Grade = 6-11 credits 11th Grade = 12-17 credits 12th Grade =18+credits

HONOR ROLL/SUPERINTENDENT'S LIST

At the end of each nine-week period, students who have all "A's" and "B's" will be placed on the honor roll. If a student has straight "A's", they will be on the superintendent's list.

Academic Letters: Students in the High School who earn a G.P.A. of 3.5 or higher for both semesters during the school year will be awarded an academic letter.

Valedictorian and Salutatorian: The valedictorian will be the student with the highest grade point average as computed by using core curriculum classes only at the end of the third quarter of the students' senior year. The salutatorian will be the student with the second highest grade point average. The grade point average will be carried to the third decimal place or the 1000th place (for example: 3.405). In computing the average, Level 1 courses will be given a greater weight than other courses. Classes taken from colleges or correspondence courses that are not needed to meet graduation requirements will not be counted in the final GPA. Foreign exchange students will not be considered in computing class rank, and therefore, will not be eligible for valedictorian or salutatorian honors. To be eligible for these two honors, a student must be enrolled continuously the last three semesters at Joseph City High School as a full time student. Junior High valedictorian and salutatorian will be figured using grades from all classes taken at JCJHS. There are no weighted classes at the Junior High level. To be eligible for 8th grade valedictorian and salutatorian a student must be enrolled for 1 full year at JCJHS. Students' grades from their previous school will be used to calculate the GPA, however, they must transfer over to match the same honors credit that we offer at Joseph City Jr/Sr High School.

Other Awards: The following awards are based upon criteria set by the faculty:

Outstanding students in the following classes – Music, Science, Math, F.A.C.S., Wood Shop, Autos, Business, English, Art, Social Studies, Spanish, Physical Education and Technology.

Information concerning scholarships is available from the guidance counselor's office. **You should inquire about scholarships no later than the end of the first nine weeks of your senior year**. In order to qualify for a scholarship, you should do your school work well, take part in extracurricular activities, and be a good citizen of your school. What you do each year in high school counts – not just what you did the previous year.

COLLEGE CLASSES FOR HIGH SCHOOL CREDIT

Interested students please contact the counselor's office. Courses a student passes at a community college or university may be used as graduation requirements if the courses are at a higher level than the course taught in the high school. High school credit shall be accepted at the rate of ½ Carnegie unit for each three semester hours of credit the pupil earns in the appropriate college or university course. **ARS 15-701.01.**

EXAMS

Final examinations will be given in all high school courses at the end of the first and second semesters and will be included in the semester grade.

STANDARDIZED TESTS

Certain standardized tests are administered to students who are part of the general program. The counselor is available to interpret these tests to the students and parents. These test results will aid the students in understanding themselves and their abilities and can help the school to analyze and revise its curriculum.

1. AASA — State mandated test for junior high students..
2. AZSCI — State mandated test for 8th and 11th grades.
3. ASVAB — Armed services vocational aptitude test. Taken during junior year.
4. PSAT — Practice test for SAT. Used for determination of merit scholarship. Taken 10th and 11th grade years.
5. ACT Aspire — State mandated test for 9th grade students
6. ACT — College entrance exam. This test is usually taken during 11th and 12th grades..
7. CTE End of Program — Given to students completing a CTE program

SCHOOL CANCELLATION/EARLY DISMISSAL

In the case of school closures due to weather or emergencies we will attempt to call primary contacts to notify you of the cancellation/early dismissal and send our texts and emails through our messaging program. Official radio announcements about school delays or cancellations are shared using the school alert system, the Joseph City Schools Facebook page, and web page.

STUDENT ATTENDANCE

The parent or guardian is charged by law 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 the prevention and correction of the causes of absenteeism. Full-time high school students must be enrolled in at least five classes per day. Home school students are permitted to enroll in class but must take a minimum of two classes.

Student Absences and Excuses: According to Arizona's compulsory attendance law, students must be in school until they reach the age of 16 or successfully complete 10th grade. Regular school attendance is necessary for success in school.

State law mandates that the school record reasons for all student absences. In the event of a necessary absence known in advance, the parent is expected to inform the school prior to 8:00 a.m. the day of the absence. If the absence is caused by an emergency, such as illness, the parent should contact the high school office. When it is impossible to call on the day of the absence, the school should be notified on the morning the student returns. In the case of an accident or illness, students must report to the office for a permit to leave school, at which time a parent or guardian must give permission before the student will be released to leave campus.

Type of Absences:

A. Excused Absences - Absences that the parent/guardian excused by phone or note, that are necessary and important, within three days of the students return to school. Authorized school activities are not absences. Reasons for excused absences include illness, bereavement, court, family emergencies, and observance of major religious holidays of the family's faith.

B. Unexcused Absences Those absences that the parent does not authorize within three days of the student's return to school or absences that an administrator has confirmed as unauthorized. An absence is considered unexcused until a valid excuse is received. Students with unexcused absences will not be able to make up work.

Excessive Absences: In order to receive credit for the semester; attendance is required. A student may lose credit for any class when absences equal seven (7) in a semester. Seven or more absences may result in closure from classes or audit for no credit.

Make-Up Work for Excused and Unexcused Absences

When a student is absent, he/she is responsible for contacting the teacher(s) immediately to receive a list of make-up assignments. When going on a school sponsored activity, the student should contact the teacher before missing school. If the absence is an excused absence, the deadline for making the work up will be one week from the student's return. When a student is absent due to suspension, all make-up work will be due within one day of the student's return to the class missed. When a student has an unexcused absence from school, policy states that the student **will not** be able to make up the work that is missed.

Audit Policy: A student may be placed on audit when absent seven or more times in a class. Cases involving prolonged illness or unusual circumstances will be reviewed by the school administration. A student placed on audit status needs the parent to make an appointment to appeal the loss of credit with the Principal's office within five school days from the date of notification. When a student reaches seven absences he/she may:

A. Continue to be on no credit (audit) status.
B. Regain credit with administrative consent.
C. Be dropped from school for any portion of the school day.
D. Be recommended to an alternative educational program.

To prevent students from unknowingly losing credit, students and parents will be reminded of the district's attendance policy and student's status when students accumulate 5 & 7 absences in any class in any semester.

DITCHING AND/OR LEAVING CAMPUS WITHOUT PERMISSION

TRUANCY

Truancy means an unexcused absence for at least one period during the day. This includes absence from any class, study hall, or activity during the school day for which the student is scheduled. It also includes any after-school special-help session or disciplinary session that the student has been directed to attend. **ANY STUDENT WHO LEAVES CAMPUS WITHOUT CHECKING OUT THROUGH THE OFFICE WILL BE CONSIDERED TRUANT.**

ATTENDANCE THE DAY OF AN ACTIVITY

When you are participating in any school sponsored extracurricular activity, you are expected to attend, **ALL OF YOUR CLASSES THE DAY OF THE ACTIVITY IN WHICH YOU ARE PARTICIPATING.** A student may not practice or

participate in a game if any school time was missed that day due to an unexcused absence. For events scheduled on Friday or Saturday, the student's Thursday attendance will be the determining factor. If, for some reason, you are unable to attend all of your classes, you must receive clearance in advance from the Principal, in order to be eligible to participate in the activity. You do not need clearance for classes you are required to miss because of a school sponsored activity.

TRAVELING PROCEDURES FOR OFF-CAMPUS NAVIT CLASSES

Students are expected to travel in the school provided transportation to the off-campus site for their NAVIT class. If the student is not going to be using the school transportation, arrangements must be made in advance. A waiver must be signed, dated and permission granted through the school administration for this to happen. This should be completed at least one day in advance of the request. Students will only be released to a parent or guardian. It is the student's responsibility to be on time to ride in the school transportation. If a student misses their ride, they should notify the NAVIT supervisor or the front office immediately. If they miss a total of 4 times in a semester they will be removed from the NAVIT program.

TARDY / SWEEP POLICY

Students who are in the halls during class time must have an official pass or they will be considered tardy. Class time starts when the tardy bell finishes ringing. Tardy students will report to the office. Any staff member who sees students in the halls during class time can question them about passes and if they don't have one, take the students to the office where they will be processed. Students who continue to be tardy will be dealt with accordingly. Typically, serious students will not have a tardiness problem.

Definition of tardy: A student who is not inside the classroom when the tardy bell stops ringing is tardy.

Excused tardy: Those students carrying a legitimate pass from a school staff member. Students will be allowed 2 parent excused tardies per semester excluding tardies between classes. All other tardies will be dealt with as per the sweep policy. Exceptions to this would require principal approval.

Purpose of tardy sweep:

- To reduce classroom interruptions.
- To reduce the number of students loitering on or near campus.
- To teach the lifelong skill of promptness.

Tardy/Sweep Procedure:

- A warning bell will ring 1 minute prior to the tardy bell.
- When the tardy bell stops ringing a student not in his/her assigned class is to proceed immediately to the sweep area.

Consequences of being swept:

The following is for occurrence within a 9 week period:

- 1st Sweep - 1 work assignment (sentences)
- 2nd Sweep - 2 work assignments
- 3rd Sweep - detention and 2 work assignments –Discipline Referral/Parent Notification

Additional tardiness will be subject to administrative disciplinary action and may include Friday School, or Off Campus Suspension. Course work missed while in sweep may be completed. It is the student's responsibility to contact the teacher for assignments and finish assignments on the teacher's timeline.

ACTIVITY CARDS

Activity cards are sold at the beginning of school and throughout the school year. Activity cards admit you to all home school athletic events with the exception of any AIA tournaments held on our campus. If you lose the card, you may be issued a duplicate card for $5.00.

INTERNET

Students must agree to comply with the District's acceptable use policy to participate in the utilization of the Internet.

LOCKERS

Having a locker is a privilege. Anyone abusing a locker in any way will be removed and not allowed to use a locker. This school accepts no responsibility for articles in lockers. It is the student's responsibility. Keep lockers neat and orderly and do not permit anyone else to use your locker. Stickers and decals are not to be placed on or in lockers. The school has the right to inspect lockers at any time.

HALL PASSES

Any student who is out of class during class time is required to start a pass in the Smart Pass program.

AUTOMOBILES

- Vehicles will be towed away at student expense for failure to follow policy and procedures related to motorized vehicles.
- The parking lot in front of the building is the only place where parking is permissible for students.
- All motor vehicles must be operated by a person with a valid Arizona Drivers license.
- All vehicles must have a valid license plate to drive on school property.
- Keep your car locked at all times.
- Do not sit in parked cars during school hours.

- Any student found violating any state, local or school regulations concerning driving on school property will receive disciplinary action.
- Students must fill out the Automobile use/parking form to park on campus.
- Speeding in the parking lot is prohibited and will result in losing the privilege to drive on campus.

LOST OR STOLEN ITEMS

Joseph City High School will not be responsible for any personal items lost or stolen on school grounds. Lockers and storage cabinets are provided for your books, PE clothes, and musical instruments, but the student is responsible for these items. It is important that you should keep your lockers locked. Lost or stolen items should be reported as soon as possible to the office. An effort will be made by the school to locate these items. Students are expected to bring any valuable items they find immediately to the office.

STUDENT CONDUCT ON SCHOOL BUSES

While on the bus, prior to boarding the bus, and subsequent to leaving the bus, students are required to conduct themselves in a manner consistent with established standards for classroom behavior. Students who become serious disciplinary problems related to school transportation may have their riding privileges suspended. In such cases, the parents of the students involved become responsible for seeing that their children get to and from school safely. The loss of bus privileges may extend to extra and co-curricular activities.

CARE OF SCHOOL PROPERTY BY STUDENTS

Each student is expected to take pride in the physical appearance of the school. If any minor engages in conduct that results in damage to District property, the District may institute formal charges for the purpose of having the court order the minors, or their parents, to make full or partial restitution to the District in accordance with the law.

BANNED ITEMS

Fire extinguishers, knives, guns, firecrackers, water balloons, laser pointers, water guns, snowballs, skateboards, chains, Taser guns, noisemakers, paintball guns, lighters or matches, or anything that might be used as a weapon are potentially dangerous or disruptive to the educational process and are not allowed in school. Personal cell phones and tablets may be permitted during instructional time if permitted by the teacher and if used for educational purposes. These items may be confiscated by the teacher if they are being used without permission. The District is not responsible for repairing personal devices. All the above listed items are all subject to confiscation and administrative action. Confiscated items may be returned after discipline has been served.

STUDENT INTERROGATIONS, SEARCHES, AND ARRESTS

The Law: Arizona laws are considered part of the policies of Joseph City High School. Whatever is in violation of state law is in violation of school policy.

Interrogations: Interviews of pupils by law enforcement officers, who show proper identification, will be permitted during the school day only when interviews during non-school hours are impossible, impractical, or would interfere with law enforcement. The District has legal custody of students during the school day and during approved curricular and extracurricular activities. It is the responsibility of the school administration to make an effort to act on behalf of parents in their absence with respect to interrogations by law enforcement officials. A parent may, and a school administrator shall be present during these interrogations, except when interviews are conducted by a child protective services worker pursuant to A.R.S. 8-224(B) and 8-546.01(C)(2). When a student is taken into custody (arrested), the arresting officer shall be requested to notify the student's parents or guardian. The arresting officer will be asked to complete and sign a "Form for Signature of Arresting Officer". School personnel shall make every reasonable effort to make sure parents have been notified that a student has been taken into custody. The personnel of the District shall cooperate fully with the police. When the arrest is formally made, the District and its employees no longer exercise jurisdiction over the student.

Searches: The administration has the right to search and seize property, including school property temporarily assigned to students, when there is a reason to believe that some material or matter detrimental to health, safety and welfare of student(s) exists. Items provided by the District for storage (e.g., lockers, desks) or personal items are provided as a convenience to the student but remain the property of the school and are subject to its control and supervision. (Students have no reasonable expectation of privacy, and lockers, desks, storage areas, etc., may be inspected at any time with or without reason, or with or without notice, by school personnel.)

Automobile Searches: Students are permitted to park on school premises as a matter of privilege, not a right. The school retains authority to conduct routine patrols of student parking lots and inspections of the exteriors of student automobiles on school property. The interiors of student vehicles may be inspected whenever a school authority has reason to believe that illegal or unauthorized materials may be contained inside. Such patrols and inspections may be conducted without notice, without student consent, and without a search warrant.

Seizure of Illegal Materials: If a properly conducted search yields illegal or contraband materials, such findings shall be turned over to proper legal authorities for ultimate disposition.

STUDENT CONDUCT

(Secret Societies) - (Gang Activity or Association) It is the District's position that gangs that initiate, advocate or promote activities that threaten the safety or well being of persons or property on school grounds or disrupt the school environment are harmful to the educational process. Further, it is the District's position that the use of hand signals, graffiti, or the presence of any apparel, jewelry, accessories, or manner of dress or grooming that, by virtue of its color, or affiliation with such a group is prohibited because of the disruption to educational activities. For these reasons, the following activities are prohibited and shall subject any student engaging in them to disciplinary action:

- Students should not engage in speech or conduct including clothing, jewelry, or hair style which is profane, indecent, lewd, vulgar, sexual, or offensive to school purposes.
- Any activity involving initiation, hazing, intimidation, assault, or other activity related to group affiliation that is likely to cause or does cause bodily danger, physical harm, or personal degradation or disgrace resulting in physical and mental harm to students or others.
- Any student wearing, carrying, or displaying gang paraphernalia and/or exhibiting behavior or gestures that symbolize gang membership, or causing and/or participating in activities that intimidate or adversely affect the educational activities of another student or the orderly operation of the schools.

BULLYING

The governing Board of the Joseph City School District believes that it is the right of every student to be educated in a positive, safe, caring, and respectful learning environment. The Governing Board further believes a school environment that is inclusive of these traits maximizes student achievement, fosters personal growth, and helps a student build a sense of community that promotes growth, and helps a student build a sense of community that promotes positive participation as citizens in society. To assist in achieving a school environment based on the beliefs of the Governing Board, bullying in any form will not be tolerated. Everyone has the responsibility to keep our schools safe.

If you are aware of an act of violence or of a dangerous situation it is your responsibility to report it to a school employee.

Bullying: Bullying may occur when a student or group of students engages in any form of behavior that includes such acts as intimidation and/or harassment that has the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm or damage to property; is sufficiently severe, persistent or pervasive that the action, behavior, or threat creates an intimidating, threatening, or abusive environment in the form of physical or emotional harm; occurs when there is a real or perceived imbalance of power or strength: or may constitute a violation of law.

Bullying of a student or group of students can be manifested through written, verbal, physical, or emotional means and may occur in a variety of forms including, but not limited to the following: verbal, written/printed or graphic exposure to derogatory comments, extortion, exploitation, name calling, or rumor spreading either directly through another person or group or through cyber bullying; exposure to social exclusion or ostracism; physical contact including but not limited to pushing, hitting, kicking, shoving, or spitting; damage to or theft of personal property.

Cyber bullying: Cyber bullying is, but not limited to, any act of bullying committed through the use of electronic technology or electronic communication devices, including telephonic devices, social networking and other internet communications, on school computers, networks, forums and mailing list, or other District-owned property, and by means of an individual's personal electronic media and equipment.

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

Intimidation: Intimidation is intentional behavior by a student or group of students that places another student or group of students in fear or harm of person or property. Intimidation can be manifested emotionally or physically, either directly or indirectly, and through the use of social media.

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

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

Students who believe they are experiencing being bullied or expect another student is bullied should report their concern to any staff member of the School District. School personnel are to maintain appropriate confidentiality of the reported information. Reprisal by any student directed toward a student or employee related to reporting of a case or a suspected case of bullying shall not be tolerated, and the individual(s) will be subject to the disciplines set out in applicable District policies and administrative regulations.

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

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

Law enforcement authorities shall be notified any time District officials have a reasonable belief that an incidence of bullying is a violation of the law.

STUDENT CONCERNS, COMPLAINTS, AND GRIEVANCES

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.
- Concern for the student's personal safety.

Complaints and grievances related to allegations of student violence, harassment, intimidation or bullying are to be filed in accordance with Board Policy JICK.

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 school staff member.
- The person receiving the complaint will gather information for the complaint form.
- All allegations shall be reported on forms within 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/or grievance falls within this policy shall be determined by the Superintendent.

A student or the student's parent or guardian may initiate the complaint process by completing Exhibit JII-EA.

A complaint/or 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 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 the District 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.

A list of student rights and responsibilities are included in the registration packets and are available in the front office upon request.

HAZING POLICY

There shall be no 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.

Definitions: "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.

CONTACT POLICY

On campus, on school buses, and other school functions, students are expected to conduct themselves in such a manner as to display the highest respect for themselves and their friends by avoiding any physical display of affection, other than the holding of hands.

LOITERING

Do not loiter before, during or after school in the vicinity of the high school campus. Students are prohibited from going to non-supervised areas of the building during the lunch hour.

DEFINITIONS OF DISCIPLINARY ACTIONS

Office Conference/Counseling: Student meets with principal to determine if there was an infraction of school rules and what course of action is to be taken.

Parent Conference: Parent is requested to meet with administration regarding an infraction and what corrective action is to be taken.

Lunch Detention: May be assigned by a teacher or the principal. Students will bring a lunch and after eating will be required to do school work during the lunch period.

Friday Detention: In session on designated Fridays from 10:00 a.m. to 12:00 p.m. During detention the student must have schoolwork and stay on task.

In School Suspension (ISS): Student is detained at school, but is suspended from all classes and isolated from other students for a specified time. During this suspension, the student is given classroom work and/or a writing assignment to be completed.

Off Campus Suspension (OCS): Student is suspended from school and school activities for a specified number of days, up to ten, and is marked absent for all classes missed. The student is responsible for all work missed.

Long Term Suspension: Suspension beyond 3 days.

Expulsion: Official dismissal following due process by the governing board.

After School Work Detail: A student is assigned a specific number of hours to be done under the supervision of a teacher; custodian or other school personnel.

OTHER DISCIPLINE RELATED AREAS

School Groups: Violations of this section occurring on school sponsored trips will be handled on an individual basis, if possible. However, when a violation occurs during school group activities (athletics, clubs, music, field trips, etc.) and it is determined that a large number of group members were aware of and/or participated in behavior in violation of this section, the group involved will be subject to discipline by the building administrator. Such discipline may include curtailment of current or future activities and/or elimination of the group or its activities for the balance of the school year.

School Employee Rights: A person who knowingly abuses a teacher or other school employee on the school grounds or while the teacher or employee is engaged in the performance of his or her duties is guilty of a class 3 misdemeanor: 15-507.

STUDENT DRESS AND GROOMING

The Board authorizes the administration to promulgate and enforce school regulations prohibiting student dress or grooming practices that:

1. Present a hazard to the health, safety, or general welfare of the student or others in the school.
2. Materially interfere with schoolwork or create disorder.
3. Are counterproductive to or disruptive to the learning process.
4. Clothing or apparel with inappropriate or immodest slogans or pictures (pertaining to subjects such as alcohol, tobacco, cigarettes, illegal substances, profanity, vulgarity, indecency, or gang association).
5. The administration states that clothing that sags below the point of the hip and/or exposes under-clothes is not permissible. Garments, which allow the easy concealment of contraband, are not acceptable. Pants, shorts, or overalls more than one size too big is not acceptable.

Final authority and decisions about any questionable dress will be left up to the school administration.

1. Tank tops, fishnet mesh shirts without an undershirt, tight fitting tops, short mini-skirts, short dresses, bare midriffs, and back less clothing are not appropriate attire for school. Sleeveless shirts must come to the tip of the shoulder and cover the

entire shoulder and must fit tightly under arms. T-shirts with imprints are acceptable if they are in good taste. By state law, shoes must be worn at all times. Shoes with wheels are not allowed. Open toed shoes will not be allowed in some classes.

2. Wallet chains or other chains hanging exposed are not allowed.
3. Pants that have holes in them higher than 5 inches above the knee that show skin are not acceptable.
4. Hats and all other apparel generally worn on the head will not be allowed to be worn in any of the buildings by students, boys and girls included. This includes hair nets and bandanas.
5. Sunglasses are not allowed in school.
6. Shorts:
   - The shorts must be clean without any holes that show skin.
   - Shorts may not be shorter than mid-thigh. "Mid-thigh" will be determined by school staff on a case-by-case basis.

DRESS CODE VIOLATIONS

1ST Offense – Warning and a notice sent home (If the student can completely correct the violation he/she will be sent back to class, otherwise, parents will be called to bring in a change of clothes or student will be sent home to make corrections).

		Minimum:	Maximum:
2nd Offense	-	Detention or In-School Suspension	Off Campus Suspension
3rd & 4th Offense	-	3 Days off campus Suspension	Long term suspension

If a student continues to disobey our dress code at Joseph City Schools, it will be treated as insubordination and he/she will face long term suspension.

**The dress code guidelines are not limited solely to those listed in the student handbook and will be reviewed annually.

DISCIPLINE PLAN

The District recognizes that appropriate behavior is a necessary prerequisite to learning and that the conduct of each student must be proper and in accordance with school rules, regulations, and policies at all times. Each employee of the District is responsible for helping to enforce proper student conduct. The District further recognizes that situations may arise that, in the best interest of the majority of the students and of the District, will necessitate the removal of a student or students from the school situation. The district believes that close cooperation between parents(s)/legal guardian(s) and the school is the most effective method of preventing difficult situations from arising. The district recognizes its responsibility for helping develop closer home-school cooperation. Any incident that could potentially threaten the safety or security of pupils, teachers, or administrators will be reported to the local law enforcement. ARS 15-341 (33).

CONSEQUENCES FOR VIOLATIONS IN DIFFERENT PROBLEM AREAS ARE CUMULATIVE AND DISCIPLINE WILL BE PROGRESSIVE.

PROBLEM AREA	OCCURRENCE	RANGE OF ACTION MINIMUM	MAXIMUM
INFRACTION AGAINST PUBLIC ORDER			
PUBLIC NUISANCE:			
Making Bomb Threat/Setting off False Alarm (Emergency Fire, Security, etc.)	First: Repeated:	Five Days Suspension Long-term Suspension	Expulsion Expulsion
Threat of Violence	First: Second:	Five Days Suspension Long-term Suspension	Expulsion Expulsion
Loitering/Trespassing	First: Repeated:	Informal Talk Parental Involvement	Short-term Suspension Long-term Suspension
DISORDERLY CONDUCT			
Disturbing a School Activity	First: Repeated:	Informal talk Parental Involvement	Short-term Suspension Long-term Suspension
Vulgar or Obscene Language/Gestures	First: Repeated:	Informal talk Parental Involvement	Short-term Suspension Long-term Suspension
Disruptive Classroom Behavior	First: Repeated:	Informal talk Parental Involvement	Short-term Suspension Long-term Suspension removal from class

PROBLEM AREA	OCCURRENCE	RANGE OF ACTION MINIMUM	MAXIMUM
DISORDERLY CONDUCT-CONTINUED			
Engaging in Lewd Behavior	First: Repeated:	Informal talk Parental Involvement	Short-term Suspension Long-term Suspension
Ethnic Slurs	First: Repeated:	Informal talk Parental Involvement	Short-term Suspension Long-term Suspension
Weapons (Other than a Firearm, Explosive Device)	First: Repeated:	Short-term Suspension Long-term Suspension	Long-term Suspension Expulsion
Possession or Transmission of Inappropriate Content or Pictures	First: Repeated:	Short-term Suspension & contact law enforcement Long-term Suspension	Long-term Suspension Expulsion
Firearm, Explosive Device on School Grounds	First: Repeated:	Short-term Suspension Long-term Suspension	Expulsion Expulsion
Gambling	First: Repeated:	Informal Talk Parental Involvement	Short-term Suspension Long-term Suspension
Possession of Banned Items	First: Repeated:	After school detention Parental Involvement	Short-term Suspension Long-term Suspension
INFRACTION AGAINST AUTHORITY			
Insubordination	First: Repeated:	Informal Talk Parental Involvement	Short-term Suspension Long-term Suspension
Obstructing Investigation	First: Repeated:	Informal Talk Parental Involvement	Short-term Suspension Long-term Suspension
Not Bringing Necessary Items to Class	First: Repeated:	Informal Talk Parental Involvement	Short-term Suspension Long-term Suspension
Disrespectful to Staff	First: Second:	Informal Talk Parental Involvement	In-School Suspension Long-term Suspension
Absenteeism-Ditching (Absent Without Permission)	First: Repeated:	Remedial School Parental Involvement	In-School Suspension Expulsion
Insult/Verbal Abuse of Faculty/Staff Member	First: Repeated:	Short-term Suspension Long-term Suspension	Long-term Suspension Expulsion
Assault or Threat of Faculty or Staff Member	First: Repeated:	Short-term Suspension Long-term Suspension	Expulsion Expulsion
Abuse of Teacher/School Employee While Engaged in the Performance of His or Her Duties.	First: Repeated:	Short-term Suspension Long-term Suspension	Long-term Suspension Expulsion
Resisting Authority (Open Defiance)	First: Repeated:	Parental Involvement Short-term Suspension	Long-term Suspension Expulsion
Forgery	First: Repeated:	Informal Talk Short-term Suspension	Short-term Suspension Long term Suspension
INFRACTION AGAINST PROPERTY			
Vandalism Or Destruction of Property at School	First: Repeated:	Short-term Suspension Short-term Suspension	Long-term Suspension (reimbursement to District) Expulsion
Theft of Property	First: Repeated:	Parental Involvement Short-term Suspension	Short-term Suspension Long-term Suspension
Arson	First: Repeated:	Short-term Suspension Long-term Suspension	Expulsion Expulsion
Malicious Mischief	First: Repeated:	Informal Talk Parental Involvement	Parental Involvement Expulsion

PROBLEM AREA	OCCURRENCE	MINIMUM	MAXIMUM
INFRACTION AGAINST OTHERS			
Endangerment	First: Repeated:	Parental Involvement Long-term Suspension	Expulsion Expulsion
Creating a Hazardous or Physically Offensive Condition	First: Repeated:	Short-term Suspension Long-term Suspension	Expulsion Expulsion
Harassment/Threats/ Verbal Abuse	First: Repeated:	Short-term suspension Long-term Suspension	Expulsion Expulsion
Improper Contact Hugging/Kissing	First: Repeated:	After School Detention Short-term Suspension	Short-Term Suspension Long-term Suspension
Slander	First: Repeated:	Informal Talk Parental Involvement	Long-term Suspension Long-term Suspension
Extortion	First: Repeated:	Parental Involvement Short-term Suspension	Long-term Suspension Expulsion
Physical Assault	First: Repeated:	Parental Involvement Short-term Suspension	Expulsion Expulsion
Internet Violation	First: Repeated:	ISS & Privileges Revoked Short-term Suspension	Short term Suspension Expulsion
Retaliation	First: Second:	Short term Suspension Short term Suspension	Long term Suspension Expulsion
Improper Sexual Advances	First: Repeated:	Parental Involvement Short-term Suspension	Expulsion Expulsion
Bullying	First: Repeated:	Parental Involvement Long term Suspension	Expulsion Expulsion
Fighting	First: Repeated:	Parental Involvement Short-term suspension	Long-term suspension Expulsion
Hazing	First: Repeated:	Short-term Suspension Short-term Suspension	Long-term Suspension Expulsion
Obstructing Vehicular or Pedestrian Traffic	First: Repeated:	In-school Suspension Short-term Suspension	Long-term Suspension Expulsion
Tardiness	First:	See Tardy Policy	
Cheating	First: Repeated:	Loss of Grade on assignment Parental Involvement	Failure of class Failure of class
Plagiarism	First: Repeated:	Loss of Grade Failure of Class	Loss of Grade Failure of Class
Any Exhibition of Gang Association i.e.: Gang Writing on School Property, Clothes, Personal Property, or Gang Signing	First: Repeated:	2 days Suspension Short term Suspension	Long-term Suspension Long-term Suspension
SUBSTANCE ABUSE			
In addition to actions listed, police will be notified of all behaviors that are drug, vape, or alcohol related. Parents will be notified in each case.			
Pushing, Selling, Giving Non-Prescribed Drugs, Alcohol, and/or Drug Paraphernalia	First: Repeated:	Short-term Suspension Pending Hearing on Expulsion Expulsion	Expulsion Expulsion
Party To, Possession of, Writing about, Use of Non-Prescribed Drugs, Alcohol, or Drug Paraphernalia.	First: Repeated:	9 Day Suspension Long-term Suspension	Long-term Suspension Expulsion
E-Cigarettes/Vaping	First: Repeated:	4 Day Suspension Long-term Suspension	Long-term Suspension Expulsion
Tobacco Use or Possession	First: Repeated:	1 Day Off Campus Suspension 3 Days Off Campus Suspension	Long-term Suspension Expulsion

CELL PHONES

Cell phones are not allowed in classes during instructional time. Students are required to turn over cell phones to school personnel upon request. **If a student refuses they may be automatically suspended**. Every student will begin the semester with 50 points in each class for a cell phone grade. Each cell phone violation will result in the loss of 25 points. When a student has reached 0 points he/she will receive a disciplinary referral and parents will be notified.

DANCES

The school dress code will be enforced at Joseph City High School dances. The following has been adopted as a standard for all formal dances. Modesty is the key. Dresses should fit so that bras can be worn and cleavage is not displayed. Strapless dresses are not allowed. Backless gowns not lower than mid back and spaghetti straps are acceptable. Dress length must come to mid thigh and if there is a slit it may not be slit beyond mid thigh. Regular school dances end at 11:30 p.m. Homecoming and Prom may be extended to 12:00 midnight unless the dance is held on Saturday night. School dances are for the benefit of Joseph City High School students.

- Students who leave the building during a dance are not permitted to return.
- Sock hop type dances (usually held after a home game) are for Joseph City High School students only.
- Out-of-town guests or persons who are not students of Joseph City High School may come as a legitimate date of a J.C.H.S. student provided they are 19 years old or younger, have graduated from high school within the past calendar year, and have obtained a guest pass in advance from the Principal.
- Junior High Students are not allowed to attend high school dances and high school students are not allowed to attend Jr. High dances.
- School dropouts, expelled students or students under suspension are not allowed at our dances and will not be admitted as guests.
- We reserve the right to deny admittance to anyone who is disruptive in any way.
- Freak dancing, grinding and inappropriate dancing will not be allowed.
- Alumni may attend the Homecoming dance with prior approval from the Principal.
- To qualify for Prom or Homecoming Royalty a minimum 2.0 GPA is required as well as not having 2 or more discipline referrals. You must have attended Joseph City Schools for 3 consecutive semesters.

PATRIOTIC ETIQUETTE

1. You should stand quietly with your hand over your heart while the flags are raised and "The Star Spangled Banner" is sung.
2. You should stand while reciting "The Pledge of Allegiance".

AUDITORIUM PERFORMANCE ETIQUETTE

These guidelines are provided to help create an atmosphere conducive to the enjoyment of all.

1. Quiet conversation is permissible only before the start of a performance. Talking, whispering and other distractions are not appropriate during a performance.
2. All persons are to remain seated during the entire performance (Doors will remain closed during the performance. Necessary exits/entrances may take place during applause or intermissions).
3. Applause is appropriate and welcome but whistling and shouting are not.
4. Please leave all food outside; don't wear hats and keep your feet off the chairs.
5. Please stay seated until you are dismissed.
6. Any person(s) not in conformance with the above guidelines will be asked to leave.
7.

VISITORS TO SCHOOLS

Parents are encouraged to visit the schools. All visitors must report to the office upon arrival. No person may enter the school premises, including visits or audits to a classroom or other school activity without the approval of the principal. Anyone who is not a student or staff member of the District schools and is in violation of this policy may be asked to leave the property of the District. Failure to comply with the lawful directions of District officials or of District security officers or any other law enforcement officers acting in performance of their duties, and failure to identify oneself to such officials or officers when lawfully requested to do so, will be against District regulations. Failure to obey such instructions may subject the person to criminal proceedings applicable under law.

EXTRA-CURRICULAR ACTIVITY ELIGIBILITY

In order to emphasize academics and maintain a proper perspective relative to extra-curricular activities, we at Joseph City Junior/Senior High School will adhere to the following procedure concerning eligibility. Participants shall maintain a passing grade in all of their classes and be progressing toward graduation. Student progress will be reported at the end of three week monitoring periods. Only students earning passing marks in all classes will remain eligible.

- Any class change may affect the student eligibility. Check with the office before finalizing any class changes.
- Unique individual circumstances may be reviewed by the administration.

Academic Monitoring Program:

- All students' grades will be monitored every 3 weeks and students who are failing will be notified. The teacher will issue failing notices or report cards. Parents will be notified.
- Academic Assistance will be available. Students should check with their individual teachers.
- If failing at 3 weeks a student will become ineligible for a period of one week. A grade brought up to passing after this 1 week will allow the student to become eligible.
- If a student is failing at 2 consecutive 3 week grade checks in the same course, that student will become ineligible for the remainder of the season in that activity.
- Failing a class for a semester will result in one week of ineligibility at the beginning of the next semester.
- To be declared eligible, he/she must have the teacher(s) sign a note to verify passing status. This note must then be turned in to the Athletic Director who will issue clearance. The student will then take the clearance note to the appropriate coach/sponsor.
- A student who is losing credit because of excessive absences may not practice or play until the circumstances have been resolved.
- A grade of incomplete will be treated the same as an F with the exception that once the incomplete has been taken care of the student will become eligible to participate immediately. The mandatory one week waiting period does not apply.
- Extra fees for home schooled or part time students may apply (with the exception of interscholastic activities)

OTHER RULES

School rule infractions will be reported to the school administration. Letters are awarded at the discretion of the coach and in accordance with written criteria given to students at the start of a sport. There will be a one week grace period beginning with athletes' first day of practice for an athlete to quit one sport and go out for another sport. An athlete must be cleared by both coaches of both sports before a change can be made. If an athlete is dropped from a sport because of disciplinary reasons or failing grades, he/she will not be allowed to participate in another sport during the same season. After school use of the weight room will also be denied. If an athlete is participating in two sports during a season and is removed or quits a team, he or she will not be allowed to participate in the other sport for the remainder of the season. If a student is held out by a coach or parent for a medical concern, a medical release/doctor's note must be obtained for the student to once again participate.

ATHLETIC ELIGIBILITY REQUIREMENTS

1. Parent Permission
2. Physical on file
3. Proof of insurance
4. Birth Certificate on file
5. AIA Eligibility Form on File
6. Clearance from previous sport
7. Medical consent form on file
8. Participation fee
9. Concussion course completion

Fees per sport: High School $45.00 Junior High $25.00 Manager $10.00 Family Maximum $200.00 per year
*There is a financial waiver available for those who qualify.

The use of prohibited substances will result in disciplinary action.. Use or possession of any of these substances will result in automatic removal from the sport in season. Any further offenses will result in being eliminated from participation for the current sport season and the following two sports seasons.

REQUESTS TO TRAVEL WITH PARENTS

Athletes will travel to all athletic events on the bus as a team. If students wish to return to Joseph City with their parents a school release must be signed by the parent either prior to the trip or at the event site. A copy of the letter will be given to the coach and the original will be filed in the office. Parents can approve for their students to be transported by another adult as long as the request is made in advance and the proper form is completed. **STUDENTS WILL BE RELEASED TO PARENTS OR LEGAL GUARDIAN ONLY (OR ANOTHER PREAPPROVED ADULT). (School Board Policy)**

Title IX Notice of Nondiscrimination

Joseph City Unified School District No. 2 does not discriminate on the basis of sex in any education program or activity that it operates. Title IX of the Education Amendments of 1972 and its regulations (34 C.F.R. Part 106) require the District not to discriminate in this way. This requirement covers admission and employment.

Title IX Coordinator

The District has designated the Superintendent as its Title IX Coordinator.

Mr. Shannon Harvilla, Superintendent
Joseph City Unified School District No. 2
Office: 8176 Westover Avenue, Joseph City, AZ 86032
Mail: P.O. Box 8, Joseph City, AZ 86032
Email: districtoffice@jcusd.org
Phone: 928-288-3307

Questions about Title IX

Questions about how Title IX applies to the District may be sent to the Title IX Coordinator, to the U.S. Department of Education Office for Civil Rights, or to both.

U.S. Department of Education, Office for Civil Rights, 400 Maryland Avenue SW, Washington, DC 20202-1100. Phone 1-800-421-3481 (TDD 1-800-877-8339). Email OCR@ed.gov. Website https://www.ed.gov/ocr.

How to report sex discrimination or sexual harassment

Anyone may report sex discrimination, including sexual harassment. You do not have to be the person it happened to. You may report to the Title IX Coordinator in person or by mail at the addresses above, by phone at 928-288-3307, or by email at districtoffice@jcusd.org. You may report at any time, including outside business hours, by phone, email or mail. You may also tell any District employee, and the District will respond.

To ask the District to investigate, file a formal complaint with the Title IX Coordinator in person, by mail or by email. If your complaint is about the Superintendent, file it with the President of the Governing Board at the District office address above.

Grievance procedure

The District responds to reports and formal complaints of sexual harassment under Policy ACAA and Regulation ACAA-R, Title IX Sex Discrimination. Regulation ACAA-R explains how to file a formal complaint, the supportive measures available, how the District investigates and decides complaints, the timelines, and how to appeal. Complaints of sex discrimination that are not sexual harassment are handled under Regulation AC-R, Nondiscrimination/Equal Opportunity.

Grievance procedure: Regulation ACAA-R on the district policies page: https://www.jcusd.org/page/policies-regulations

All District policies: https://www.jcusd.org/page/policies-regulations

Retaliation against anyone who makes a report, files a complaint, or takes part in an investigation is prohibited.