

Parent-Student Handbook 2026-2027



"Excellence. Every Student, Every Day"

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Dear Parents and Students:

My name is Ryan Dodson, and I am the Principal of Monument Valley High School, an “A” rated campus by the Arizona Department of Education. Home of the Mustangs! As we embark on another year together, it is with pride that every student at MVHS is provided with a quality tier-one secondary education. For the school year 2026-2027, the goal is to re-energize and get excited about education. This year “EL CAP” is our pride statement synonymous with success and school spirit:

“Excellence in Learning, Collaboration, Accountability, Pride” – EL CAP Statement

With the support of all community stakeholders: students, parents, educators, and administration we believe it is attainable, while at MVHS, to learn the skills necessary for a successful life. Through collective teacher efficacy and parent involvement, students will be challenged to think, and problem solve through engaging classroom environments and unique opportunities provided by clubs and organizations.

The Student/Parent Handbook ("Handbook") serves as a guide and is intended to promote a safe learning environment. The handbook provides students and parents with a simple guide for understanding the operating policies, regulations, and procedures of Monument Valley High School. Students and their parents are encouraged to read the handbook, so they are informed. Any questions about the handbook can be directed to the building Principal and/or Assistant Principal. We will be happy to assist and clarify any information or questions. We also welcome parent input and recommendations for our yearly update on our handbook.

Good attendance by students is essential to academic success, and to be present for valuable learning that prepares students to be successful in school academics and helps to prepare to demonstrate proficiency in the required state assessments.

We are excited and happy to have our students return, and we welcome all new students. Thank you for choosing MVHS! You are and will always be a valued member of our Mustang family. Have an awesome and fun school year.

Respectfully,

Ryan Dodson
Ryan Dodson, MVHS Principal

Non-discrimination / Equal Opportunity

Kayenta Unified School District (the District) does not discriminate on the basis of race, color, national origin, pregnancy, sex (including, but not limited to, sexual orientation, gender identity or expression), disability, or age.

Any person who feels unlawfully discriminated against or to have been the victim of unlawful discrimination by an agent or employee of the District or who knows of such discrimination against another person should file a complaint with the Human Resources Director:

Executive Director of Human Resources
Kayenta Unified School District PO Box 337 Kayenta, AZ 86033
T: (928) 697-2026
F: (928) 697-2013

Monument Valley High School

School Mission

The purpose of our school is to graduate students in four years who are literate, informed individuals capable of making effective decisions about their lives.

Philosophy

Our philosophy is that given adequate time and appropriate teaching strategies, all children can achieve.

Please Note: The Monument Valley High School Student/Parent Handbook may be amended at any time during the school year if changes are made to School Board Policies.

Kayenta Unified School District #27
Vision Statement, Belief Statements and Core Values

Core Values

- Respect - we build healthy relationships through Ké and acceptance among all students, teachers, staff, parents, and community.
- Responsibility - we maintain high academic expectations and commitment to empower all students to develop grit, independence, and become lifelong learners.
- Trust - we exemplify integrity and ethics to promote teamwork within a safe learning environment.
- Empathy and patience - we empathize and exercise patience, which results in the happiness of all students, parents, and community.
- Communication and innovation - we consistently exchange information with students, parents, community, and staff to embrace innovation.

Belief Statements

We believe:

- As a district, we have a common goal of shared responsibility among students, parents, staff, and community to ensure student achievement.
- We shall share the responsibility for building strong relationships, educational foundations, and supportive environments for all stakeholders.
- Our school system is accountable to our community.
- Open, honest, and transparent communication fosters credibility, mutual understanding, and trust.
- Our students, staff, and all stakeholders deserve respect.
- All students are capable of learning.

Vision Statement

Excellence. Every Student, Every Day.

Monument Valley High School Daily Bell Schedules 2026-2027

The MVHS Warning Bell Rings at 7:50 am /Students are to be in class by 7:55 am
(Bell schedules may be changed as needed by the MVHS Administration)

Regular Schedule		
Period	Times	Length of Class
1	7:55 a.m. – 8:55 a.m.	60 minutes
2	9:00 a.m. – 10:00 a.m.	60 minutes
3	10:05 a.m. – 10:40 a.m.	35 minutes
4	10:45 a.m. – 11:45 a.m.	60 minutes
Lunch	11:45 a.m. – 12:15 p.m.	30 minutes
5	12:20 p.m. – 1:20 p.m.	60 minutes
6	1:25 p.m. – 2:25 p.m.	60 Minutes
7	2:30 p.m. – 3:30 p.m.	60 minutes
Buses leave at 3:40 p.m.		
Tutoring/Athletic/Extra Curricular Activities	3:45-5:30	75 minutes
Late buses leave at 5:30 p.m.		

Half-Day Early Release (4 hours of Instruction)		
Period	Times	Length of Class
1	7:55 a.m. – 8:25 a.m.	30 minutes
2	8:30 a.m. – 9:00 a.m.	30 minutes
3	9:05 a.m. – 9:35 a.m.	30 minutes
4	9:40 a.m. – 10:10 a.m.	30 minutes
5	10:15 a.m. – 10:45 a.m.	30 minutes
6	10:50 a.m. – 11:20 a.m.	30 minutes
Lunch	11:20 a.m. – 11:55 a.m.	35 minutes
7	12:00 p.m. – 12:30 p.m.	30 minutes
In-town students go home, out of town buses run at 12:40 Usually, no activities due to Staff PD or Parent-Teacher Conferences		
Regular Teacher Workday		

2 Hour Delayed – Start		
Period	Times	Length of Class
1	9:55 a.m. -10:35 a.m.	40 minutes
2	10:40 a.m. – 11:20 a.m.	40 minutes
3	11:25 a.m. – 11:55 p.m.	30 minutes
4	12:00 p.m. -12:40 p.m.	40 minutes
Lunch	12:45 p.m.-1:15	30 minutes

	p.m.	
5	1:20 p.m.- 2:00 p.m.	40 minutes
6	2:05 p.m. – 2:45 p.m.	40 minutes
7	2:50 p.m. -3:30 p.m.	40 minutes
Buses leave at 3:40 p.m.		
Tutoring/Athletic/Extra Curricular Activities	3:45-5:30	65 minutes
Late buses leave at 5:40 p.m.		

SECTION 1 – ANNUAL NOTIFICATION TO PARENTS

Kayenta Unified School District receives federal funding, under Title I, (Every Student Succeeds Act) KUSD will continue to provide you important information about this law and your child's education.

Title I School wide III Program Eligibility and Availability

All four schools within KUSD, Monument Valley High School, Kayenta Middle School, and Kayenta Elementary School have a Title I School wide III Program. School wide III Programs address the educational needs of the students with comprehensive strategies for improving the whole school so every student achieves high levels of academic proficiency. School wide III programs provide the flexibility to consolidate funds from Federal, State and local resources.

The School wide III program must have a comprehensive plan for reforming the instructional program, which describes how the school will provide individual student results in language the parents understand. The comprehensive school-wide plan is available to the parents and the public and can be obtained at each of the school sites or in the district Federal Program office.

Parent Involvement Policy

KUSD in consultation with parents will review the parent involvement policy to ensure that it describes how the district will:

- 1) Involve parents in the joint development of the plan and the process of school review and improvement,
- 2) Provide coordination, technical assistance, and other support necessary to assist participating schools in planning and implementing effective parent involvement activities to improve student academic achievement and school performance,
- 3) Build the school's capacity for strong parental involvement,
- 4) Coordinate and integrate parental involvement strategies with other programs,
- 5) Conduct with the involvement of parents an annual evaluation of the content and effectiveness of the parental involvement policy in improving the academic quality of the school.

Teacher Qualifications

Parents may request and the district will provide the parents information on the professional qualifications of their child's classroom teachers. The request will be provided in a timely manner.

Teaching by a Non-Highly Qualified Instructor

Parents will be provided timely notice that their child has been receiving instruction by an individual not meeting the requirements of a fully qualified teacher for four or more consecutive weeks. This information will be provided by your building Principal.

Assessment Results

KUSD will use the State Academic Assessments and other indicators to annually review the progress of each school to determine if the school is meeting state accountability requirements. The annual review will be publicized and disseminated to parents, teachers, principals, schools and the community. Schools will refine the instructional program to assist all children in meeting the state's academic achievement standards. This information will be provided after the district has verified the assessment information.

District Report Card

KUSD will publicly provide a district report card for all schools in the district to all parents of students attending KES, KMS and MVHS by posting the information on the website, distribution to the media and distribution through public agencies. This information will be provided after the district has verified all information.

In Need of Improvement Status

Parent notification must be provided in a timely manner if a school is identified as "In Need of Improvement".

Notification must include:

- What does it mean to be in Need of Improvement
- What are the reasons for the status
- What is being done by the school, district and the state to change the status

- How parents can become involved
- A statement as to how the parents can access the option to transfer their child to another school in the district, but since there is no other school in the district, they may choose to withdraw their child and enroll them in another school outside the district.

More information will be provided by the building Principal if needed.

Notice of Parent Meeting for students who are English Learners

KUSD will hold and provide notice for regularly scheduled meetings to involve parents of students who are English Learners. Parents will be informed on how they may be involved in the education of their children to attain English proficiency, achieve at high levels in core academic subjects and meet State academic standards. Your building Principal will provide information.

Notice of Participation in English Language Development Program

KUSD will provide an educational language instruction program. Parents of students placed in classes designated specifically for English Language Development shall be notified no later than 30 days after the start of the school year. In addition, AZ HB 2010, requires annual parental notification and a consent form to be completed within 30 days of receiving English proficiency assessment results. Your building Principal will provide more information.

Notice of Progress on Annual Achievement Objectives

Title III requires each school to inform parents if their child is participating in a language instruction educational program and fails to make progress on annual measurable achievement objectives no later than 30 days after that failure occurs. Your building Principal will provide more information.

Notice of Unsafe School Choice Option

KUSD **has not** been identified as a persistently dangerous school, however, Districts that have one or more schools identified as persistently dangerous, must in a timely manner, (within 10 days of identification):

- 1) Notify parents of each student attending the school that the State has identified as persistently dangerous,
- 2) Offer student(s) the opportunity to transfer to a safe public school within the district, and
- 3) For those students who accept the offer, complete the transfer.

Parental Notification regarding the status of the school and the offer to transfer may be made at the same time. In addition, the district will develop a corrective action plan and implement that plan in a timely manner.

Homeless Education

All homeless children and youth are provided equal access to the same free, appropriate public education, including a public preschool education as provided to other children and youth.

Non-discrimination / Equal Opportunity

Kayenta Unified School District (the District) does not discriminate on the basis of race, color, national origin, pregnancy, sex (including, but not limited to, sexual orientation, gender identity or expression), disability, or age.

Any person who feels unlawfully discriminated against or to have been the victim of unlawful discrimination by an agent or employee of the District or who knows of such discrimination against another person should file a complaint with the Human Resources Executive Director:

Executive Director of Human Resources Kayenta Unified
School District PO Box 337 Kayenta, AZ 86033
T: (928) 697-2026
F: (928) 697-2013

Military Recruiters

All schools receiving assistance under the Elementary Secondary Education Act of 1965, are to give military recruiters the same access to secondary school students as they provide to all higher education recruiters. KUSD is required to provide students' names, addresses and telephone listings of secondary school students to military recruiters, when requested. Parents may request to "opt out" their child's name from the list that is shared.

Family Education Rights to Privacy Act (FERPA)

The Family Education Rights to Privacy Act (FERPA) provides parents and students over 18 years of age (eligible students) certain rights with respect to the student's education records. These rights are:

- 1) The right to inspect and review the student's education records within 45 days of the day school receives a request for access. Parents or eligible students should submit to the building Principal a written request that identifies the record(s) they wish to inspect. The Principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
- 2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate

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

- 3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll.
- 4) The right to file a complaint with the U.S Department of Education concerning alleged failures by the School to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education 400 Maryland
Avenue, SW Washington, DC
20202-4605

Directory Information

The Family Educational Rights to Privacy Act (FERPA), a federal law, requires Kayenta Unified School District, with certain exceptions; obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Kayenta Unified School District may disclose appropriately designated "directory information" without your consent, unless you have advised the District not to in accordance with District procedures. The primary purpose of directory information is to allow Kayenta Unified School District to include this type of information from your child's education records in certain school publications. Examples include: A playbill, showing your child's role in a drama production; The annual yearbook; Honor Roll or other recognition lists; Graduation programs; Sports activity sheets, such as for wrestling, basketball, football, volleyball, etc. showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings, or publish yearbooks. In addition, two federal laws require school districts receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) and amended in the No Child Left Behind Act of 2001 (NCLB) and the National Defense Authorization Act for Fiscal Year 2002, to provide military recruiters upon request, with three directory information categories – names, addresses and telephone listings – unless parents have advised the school district that they do not want their student's information disclosed without prior written consent.

If you do not want Kayenta Unified School District to disclose directory information from your child's education records without your prior written consent, you must notify the School in writing. KUSD has designated the following information as directory information:

- The student's name
- The names of the student's parents
- The student's address
- The student's date of birth
- The student's class designation

- The student's extracurricular participation
- The student's achievement awards or honors
- The student's weight and height if a member of an athletic team
- The student's photograph
- The school or school district the student attended before enrollment in the district

SECTION 2 – GENERAL INFORMATION (ALPHABETICAL ORDER)

Extended Day Program – Activity Bus

Kayenta Unified School District will provide late bus transportation for students who stay after school from Mondays through Thursdays on full school days only. The late bus stops may not be the regular bus stop due to the need to combine bus runs during certain times. The activity bus (Late bus) is available to students who are involved in school-sponsored athletics, tutoring and other school sponsored after school activities. Students must be issued a late bus pass that is signed by their teacher or sponsor whom they stayed after with. Students who miss the late bus or violate school policies may be suspended from the program. Forgery of late bus pass or abuse of late bus pass will result in suspension of late bus transportation privileges. Parents are responsible for picking up their child from late bus drop offs. Bus drivers are directed to stay on main roads.

Extended Day Program

After school tutorials are offered Monday through Thursday starting at 3:45 p.m. Students participating in these tutorials are expected to attend until 5:30 p.m.

- **Extended Day Program - TUTORIALS**

After School tutorials will be available Mondays through Thursdays on full school days only from 3:45 to 5:30 PM. Students are expected to remain in their tutorial the entire time and follow all school rules. A free light snack may be provided for attendees, if funding through food service is approved.

BALLOONS & OTHER LARGE ITEMS

Helium balloons and other large celebratory items will NOT be delivered to students during school hours. They will be held in the front office until 3:30 pm. Large items are a distraction during instruction in the classroom. Students are not allowed to carry them to their classes.

BICYCLES, SKATEBOARDS, SCOOTERS

Students may ride their bikes, skateboards or scooters to and from school. Students are reminded to ride safely at all times. MVHS cannot accept responsibility for the security of bikes, boards and scooters throughout the school day. Bikes, skateboards, and scooters are not allowed on the school bus due to safety concerns.

The following rules are to be observed by all riders:

1. Bike riding and skateboarding are not allowed on school grounds.
2. In traveling to and from school, all traffic laws concerning bicycle safety must be observed.

Skateboards, roller blades, scooters, (and wheeled shoes) are not to be used on

campus/buses during school STUDENT RESPONSIBILITY FOR BOOKS, SUPPLIES and

EQUIPMENT

Some school equipment and supplies may be provided by the school to students. Students are responsible for the proper care of all books, supplies, and equipment supplied by the school. School issued computers, hotspots, textbooks (and other loaned materials) must be returned at the end of the school year, or when requested. Lost or damaged library and textbooks are charged to student accounts.

BUS PROCEDURES and BASIC SAFETY RULES (Refer to Governing Board policy EEAE-EA)

Riding a school bus to and from school is a privilege, and students are required to follow all school rules, bus rules and procedures while on the bus. The discipline process for violations on the bus is the same as in the school discipline policy in this handbook. Please refer to Section 6 – Discipline. Students who refuse to obey the bus rules may lose their bus riding privileges. A written note from a parent or guardian of the students riding a different bus than their usual bus must be given to the front office at the school.

BUS PROCEDURES and BASIC SAFETY RULES (continued)

The basic bus rules are:

1. Observe same conduct as in the classrooms and on school campus.
2. Obey the driver at all times.

3. Remain seated at all times.
4. Never extend hands, arms, head, or objects through the bus windows.
5. Never throw anything on, or out of the bus.
6. Talk in normal tones. Loud or vulgar language is not permitted.

7. Keep the bus clean.
8. Do not damage the bus.
9. Do not eat or drink anything except water on the bus.
10. Skate boards and other large items are not allowed, except for secured band and athletic equipment.

Bus Discipline Actions (Policies per Governing Board Policy EEAE-EA)

Examples of Violations (these are examples and may not be an all-inclusive list of inappropriate student behaviors)

–not obeying the driver, inappropriate language, gestures, or conduct, not seated properly, eating or drinking, possessing prohibited items.

Examples of Serious Violations (these are examples and may not be all-inclusive list of inappropriate student behaviors) --- throwing objects at, or out of bus, or towards others (that may cause harm to others), vandalism, blocking of bus, using flash or laser devices on bus, operating driver controls, inappropriate touching of exits, touching extinguishers, possessing flammable objects, fighting, holding onto exterior of bus, use of tobacco, alcohol, controlled substances, bringing animals, insects, glass, or weapons on bus, and placing body parts out of bus while moving.

Consequences for behavior incidents that occur on the bus:

- Riding the school bus is a privilege and not a right. Violations of district safety and discipline policies while on the bus can result in the loss of a student's privilege to ride the bus as determined by school administration and transportation supervisors. The bus driver and transportation supervisors also have the right to apply the appropriate consequences for students while on the bus for violation of bus rules (examples include but are not limited to- assigned seating).
- In addition to a student possibly losing the privilege to ride the bus and having consequences on the bus; MVHS discipline rules and consequences apply to students whose behavior while riding the bus violates district/MVHS code of conduct/discipline rules. The student's consequence will be determined by school administration after consultation with the transportation supervisor and the bus driver.

CAFETERIA

The goal of the Kayenta Unified School District Food Service Department is to provide nutritious and appetizing meals for all students. Menus are nutritionally analyzed to ensure that we are serving one third of the RDA and calories from fats do not exceed 30% of the total calories. Caloric and fat averages for the month are available for your information. Menus are published monthly.

The KUSD Food Service Department is pleased to inform you that the USDA and ADE granted our request to participate in the Community Eligibility Program (CEP). This means **all KUSD students eat free breakfast and lunch** and **may not** have to complete an annual income application. All students have a meal account with ID numbers. For additional information or questions, please contact the Food Service Office at 928.697.2043 or 2044.

Eating as a Positive Experience

- Adequate serving space is provided and efficient methods of service will be used to ensure student have access to school meals with a minimum amount of waiting time.
- Adequate seating will be available to accommodate all students served during each meal period.
- Adequate supervision is provided in the dining area.
- Students will eat meals in designated dining areas only.
- The dining area will be clean, orderly and inviting.

Canvas/Google Classroom - MVHS [will phase out](#) the Canvas student learning system. Students will work with their teachers in accessing classroom assignments and submitting work through this platform. [MVHS will transition to using Google Classroom.](#)

CLOSED CAMPUS - ("Campus" is defined as the MVHS Campus. The MVHS campus is the MVHS school grounds only and does not include the KUSD housing areas, or other buildings and parking lots on the KUSD school grounds). Students are not permitted to go into KUSD housing, or to other KUSD buildings/parking lots, or off the MVHS or KUSD campus.

Students must stay on the MVHS campus at all times once entering onto campus (including when exiting

buses) or have MVHS administration permission to exit the campus. **Leaving the MVHS campus (defined above) violates the MVHS closed campus policy.**

Students are to remain on the high school campus from the time they arrive on the MVHS campus until dismissal, or until they are picked up by the bus, their parent or guardian. A student must be checked out by a parent, guardian or designee who is listed on their check out sheet, to exit campus, or have administration approval to visit other campus buildings. Parents should update their child's checkout form or inform the school in writing of any changes to the information on the student enrollment/emergency contact form regarding who can check out students. For the safety of all students all student checkouts must occur in the front office. **Students who are 18 years of age can sign themselves out. Office staff need to verify the age of the student prior to signing out. MVHS Front Office Staff should acknowledge/or be aware that they are leaving campus and ensure proper sign out has been done.**

Leaving Campus without Permission A student leaving the MVHS campus without permission is considered truant and disciplinary action will be taken. **Students who are 18 years of age can sign themselves out. Office staff need to verify the age of the student prior to signing out. MVHS Front Office Staff should acknowledge/or be aware that they are leaving campus and ensure proper sign out has been done.**

Visitors on Campus: School buildings open at 7:15 a.m. Monument Valley High School has a closed campus- **All visitors must report to the front office and obtain permission, or visitors pass to be allowed on campus.**

CLOSING CAMPUS GATES

As part of our assurance for the safety of all students, staff and parents at Monument Valley High school, perimeter gates on the school campus will be closed at 8:05 a.m. Perimeter gates will reopen at 3:25 p.m. This measure is taken to promote a safe school environment that also has a positive effect on daily attendance, keeping students in their classes, and to keep unauthorized individuals from entering the school campus and building.

CLUBS AND STUDENT ORGANIZATIONS

Clubs and student organizations must submit an updated constitution annually to the Student Council, the principal's office and the business office. Clubs and organizations must operate within their constitution, follow all school rules, and follow the USFR guidelines for the safe handling of monies. The sponsor or coach of the organization (or the designee) must chaperone and supervise students during all club/organization events. All fund-raising events are approved in advance by Student Council. All events (including fund-raising) must also be approved by the principal before they are made public.

COMPLAINTS

Usually student or parent concerns or complaints can be resolved simply by a phone call or a conference with a teacher or staff member. For concerns or complaints that cannot be resolved informally with the staff member, students or parents should bring their concerns to the attention of the principals. There is also a formal grievance procedure, outlined in the District Policy Manual JII-EB. Complaint Forms are available in the principal's office.

CONCESSIONS

All concessions and sales must first be approved by the Student Council and are subject to review and approval by the principal at his/her discretion. Food sales must comply with federal, state, and local regulations for health and nutrition. Sponsors and coaches are responsible for supervising the safe handling of student activities monies and for keeping accurate records of student fundraising.

CLASS RANK/ GRADE POINT AVERAGES

- Class rank for students will be determined as follows:
- Accumulation of total grade points for high school class rankings begins with the ninth (9th) grade, with the exception of weighted high school classes taken in the student's 7th or 8th grade year.
- A student's cumulative grade point average is calculated by dividing the student's accrued course grade points by the number of course units the student has taken to the date of the computation.
- Class ranking will be determined each semester after the completion of the one (1) semester in

District and following each subsequent semester. A student's ranking may include up to five (5) weighted courses per semester to a maximum of forty (40) weighted courses.

- Class rank will be based on grades earned in classes that meet or exceed graduation requirements.

COMPUTING GRADE POINT AVERGES (GPA)

Un-weighted Courses

Traditionally, GPA is calculated on an un-weighted scale. The grade-point value for these grades are: A=4.0, B=3.0, C=2.0, D=1.0, F=0, P=0, I=0. Un-weighted grades are not assigned as an Honors, Advanced Placement (AP) or Dual enrollment course. If a student receives a grade of an incomplete "I" they have an opportunity to complete the course work by six weeks into the next semester, otherwise the "I" turns to an "F."

Weighted Courses

Weighted grades are assigned to courses that are accelerated and more challenging. A 5.0 grade-point scale value is possible because of the academic rigor and higher expectations in the required for that course. Weighted courses are listed as Honors, Advanced Placement (AP) and Dual enrollment courses and described in the Academic Planning Guide. If a student receives a grade of an incomplete "I" they have an opportunity to complete the course work by the first six weeks into the next semester, otherwise the "I" turns to an "F." Grade point average (GPA) for transferring students is re-computed in order to align the transferring classes with the courses offered at Monument Valley High School.

Computation of ranking for Valedictorian and Salutatorian of the high school graduating class will be performed following posting of the first (1st) semester grades of the student's senior year using the accumulated weighted grade point average (GPAs) of the eligible students over their high school career. To qualify for Valedictorian or Salutatorian, a student must have completed four (4) years of high school coursework at Monument Valley High School. If more than one student share the same GPA they will be considered Co-Valedictorian or Co-Salutatorian.

CREDITS TO GRADUATE

+Course Requirements for college/university and scholarships are specific to their admissions and/or criteria, for recommended high school courses for college/university admission and/or to meet scholarship criteria, see your academic counselor.

MVHS Requirements for Class of 2025 - 2026	
Credits	SUBJECT
4	English (9, 10, 11, 12)
4	Mathematics (Alg. I, Geometry, Alg. II and Adv. Math)
3	Lab Science, one of which must be Biology
3	Social Studies (World History-1; American/Arizona History – 1; American/Arizona Gov't. -.5 and Econ - .5)
1	Career & Technical Education or Fine Arts
7	Electives
22	TOTAL Credits
Passing score on the Arizona State Civics Exam	
*High School Graduates are required to complete an Education & Career Action Plan (ECAP)	
* Currently-The Class of 2023-2024 and beyond will be required to earn 22 credits for graduation.	

Education and Career Action Plans (ECAP)

What is an ECAP? The Arizona State Board of Education requires an Education and Career Action Plan (ECAP) for all Arizona students grades 9-12. An ECAP reflects a student's current plan of coursework, career aspirations, and extended learning opportunities in order to develop the student's individual academic, career goals and postsecondary plans. Currently MVHS uses the "My Future AZ" program to assist students with their ECAP plans. A completed ECAP is a graduation completed.

DEBTS

Students who accumulate debts during the school year are expected to pay their debts. Payment plans may be set up to help repay the cost of expensive items. For families in financial need, an alternative payment plan may be provided. Diplomas are not released at the end of the school year to students who have unpaid bills.

DRESS CODE

Students are expected to dress in a way which takes into consideration the safety, health and welfare of self and others and does not disrupt the learning environment.

CLEAR BAGS:

Clear bags are **recommended** in any District facility, at any District event, whether indoors or outdoors, and in any District vehicle, including District buses or vehicles rented or leased by the District. (District Policy JICA) Student can carry a small, nonclear pouch in their backpack to hold personal items, such as hygiene products, money and cellphone. Student-athletes will be expected to get a locker for their "athletic bag" during the school day. Students will not be allowed to carry around a 2nd "non-clear" bag.

HATS/CAPS/HOODIES/HEAD GEAR:

MVHS will allow students to wear hats and caps in the hallways, cafeteria or non-classroom areas.

No Hoodies are allowed to be worn in the building. Only baseball caps and beanies that show the students ears are acceptable in the classrooms. No gaiters that cover the bottom half of the face are to be worn. **Disposable masks are okay. They are available in the front office or the nurse's office.**

Each teacher will have their own policy for wearing caps and hats (other than hoodies) in their classroom.

Teachers have the right to have a rule of "no caps, hats, in their classrooms.

Students must remove their hats, hoodies, or caps when requested by a teacher or staff member.

Not to do so when asked by a staff member or teacher is "Defiance" and constitutes discipline consequences.

No hats, caps, or hoodies should be worn during school wide and state testing.

Students who participate in athletics and other extra-curricular activities, follow the standards of dress defined by the activity sponsor. The final decision regarding the appropriateness of dress is determined by the school administration according to Kayenta Unified School District Board Policy.

The following clothing/garments/articles are prohibited on campus or at any school activity:

1. Exposed undergarments, (please ensure undergarments are covered). Jeans that are ripped or have excessive holes should have leg coverings or spandex underneath.
2. Hair nets, skull caps, "do-rags", bandanas, are not to be worn in the buildings.
3. Clothing that has the term "cookies" are not to be worn at school. This includes items affiliated with drugs/paraphernalia.
4. Sunglasses are not to be worn in the MVHS building, including the lunchroom or classrooms at any time.
4. Strapless dresses/tops, spaghetti-straps, revealing clothes, plunging necklines, and spandex leggings must not be worn independently.
5. Blouses or shirts of a transparent or mesh material revealing a bare midriff or shoulders.
6. Brief shorts that expose the buttocks. Shorts and skirts should be no shorter than the length of shoulder to middle finger.
7. Pajamas (except on spirit days)
8. Bare feet and slippers. In the interest of safety, shoes must be worn at all times.
9. Garments, hats, jewelry, or accessories that display inappropriate messages, symbols and gang affiliation (Insane clown posse, Crips etc....).
10. Clothing which promotes alcohol, drugs, tobacco, gang affiliation, violence, nudity or profanity.
11. Clothing with message/pictures referring to death, violence, ~~Satanism~~, racism, weapons, sex, profane or obscene statements.
12. Spiked or studded belts, bracelets/necklaces, chain belts, wallet chains, handcuffs, or sharp, heavy rings.
13. Clothing with wording that is deemed offensive is not allowed on campus (Example: "I love Hot Moms).

The MVHS administration has the final determination on dress code violations.

If the student does not follow dress code, he/she will be asked to remove the clothing that violates the dress code, sent to the nurse's office for a change of clothing or will be subject to disciplinary action (Note: Due to rapid changes in fashion trends, it may become necessary to modify the dress code or personal property code to include additional items at the discretion of the administration).

DRIVING ON CAMPUS/STUDENT PARKING PERMIT

Only students with valid driver's licenses will be permitted to park on campus. **Students must have a completed MVHS Parking Permit Application on file** with vehicle description, license plate number, current

Arizona Registration, driver's license, current proof of insurance, and parent signature.

Vehicles CANNOT be used to transport other students off campus without prior written approval from other students' parents. The parking lot should be clear of student activity at all times. Students will NOT loiter around parked vehicles. The student's parking permit MUST be displayed in vehicles at all times. Speeding or careless driving on the school campus is not permitted. Students must adhere to speed limit on MVHS campus. **Student parking is a privilege and may be revoked at any time.**

EARLY GRADUATION

Seniors who have successfully completed and met graduation requirements after seven (7) semesters may file to be considered for Early Graduation. Early Graduation is intended for students who have taken advantage of all courses, academic programs and extracurricular activities at Monument Valley High School and are looking to challenge themselves by taking community college courses, or pre-college enrichments or other opportunities such as employment. Application can be obtained from the academic counselor **and must be submitted to the student's guidance counselor prior to the beginning of the student seventh semester** (Early Fall of senior year). When approved, early graduates must take full responsibility to keep informed about anything pertaining to graduation (i.e. announcement, cap and gown, graduation practices, etc.). For more information on Early Graduation, parent and

student can schedule to meet with their child's academic counselor.

Seniors who wish to be considered for early graduation should meet with their counselor and complete necessary paperwork.

ELECTRONIC DEVICES AND CELL PHONES

Electronic devices such as cell phones, electronic games, air pods, smart watches, etc., may be carried to school and used before school, in the hallways, or after school. All electronic devices should be turned off and stored in student's backpack during classroom instructional hours. **Electronic devices, earphones/headphones and cell phones are not to be used during instructional time. (teachers at their own discretion, in respect to their own classrooms, may allow students to use their cell phones for instructional purposes).** Students who choose to bring electronic devices to school do so at their own risk. MVHS does not have the personnel, time or resources to investigate the loss, theft, or breakage of electronic devices. Electronic devices are subject to confiscation when it interferes with or disrupts the educational process and any item used to exploit others. Confiscated items may be turned in to the Principal or Assistant Principal. [This is per Arizona House Bill 2484 pass on September 24, 2025.](#) ~~Students in violation of Electronic Devices are subject to the following consequences:~~

~~1. **First Offense** — Teachers will warn students to put the device away. If the student does not cooperate, the device can be confiscated by the teacher. A verbal warning will be issued and the device will be returned to student at end of the class period (failure of student to turn over the phone is defiance and will result in discipline action per the discipline policy).~~

~~2. **Second Offense** — The device may be confiscated. A verbal warning will be issued and the device will be returned to student at end of the class period or the school day (failure of student to turn over the phone is defiance and will result in discipline action per discipline policy). Parent/guardian may be notified and required to pick up the device.~~

~~3. **Third Offense** — A verbal warning will be issued. — The device may be confiscated and turned in to the school administration, and the device will be returned to student at end of the class period or the school day (failure of student to turn over the phone is defiance and will result in discipline action per discipline policy). Parent/guardian may be notified and required to pick up the device.~~

Parent/student conference may be requested for repeat incidences.

Subsequent offense: if the student continues to defy this rule, student will face consequence for [defiance/disrespect/disruptive behavior](#). The school is not responsible for lost, stolen or damaged electronic devices.

ELIGIBILITY FOR ATHLETICS, FIELD TRIPS AND EXTRA-CURRICULAR ACTIVITIES(see athletic handbook for specifics)

All students are encouraged to participate fully in the athletic and extra-curricular programs offered by MVHS. However, eligibility requirements apply for participation in all athletic and extra-curricular events because under ESSA, all high school students are expected to be achieving academically at all times and to graduate. If you are ineligible (making a grade lower than 70%) in one or more subjects, you are will not complete. When you are reported “deficient” because of your academic progress, you may be placed on the ineligible list. If you are listed as ineligible in one or more classes, you are placed on pending status for two (2) weeks. If, at the end of the second week, you are still deficient, you will be ineligible for participation in any activity or athletic event for two (2) more weeks. Student athletes are required to be enrolled in a minimum of three courses to be eligible to participate in sports. For specific questions regarding athletic eligibility, see the MVHS Athletic Director and the Parent/Student Athlete Handbook. Students are expected to be in class on the day of, immediately before, and the day after an extra- curricular activity. The only exception would be for a documented excuse. The Athletic Director is responsible for monitoring attendance of athletes. The Parent/Student/Athlete Handbook may outline additional athlete expectations for athletic participation.

EXTRA-CURRICULAR ACTIVITIES BEHAVIORAL EXPECTATIONS

Extracurricular programs are extensions of our classrooms and curriculum. Students who choose to participate in the extracurricular programs offered are expected to follow school rules and policies. Per Governing Board Policy JJJ, students whose behavior presents a problem or jeopardizes school discipline may be ineligible for participation in extracurricular activities until such their behavior warrants reinstatement. Individual coaches and sponsors may require additional regulations (to ensure student safety). These rules may be stricter than the general school rules and the consequences for misbehavior may be more severe.

FIELD TRIPS (Board Policy JOA-RA)

Field trips are extensions of our classrooms and curriculum. Field trips are a privilege for students. Students must abide by all school rules and policies during transportation and during field trip activities. Approval of field trips will be based on a number of items such as availability of transportation, budget, personnel, weather, risks, and distance, as well as educational objectives. All students must complete and have signed parent or guardian permission form. April is the last month for all field trips.

Students must be passing all classes to participate in field trips (unless otherwise approved by the principal/assistant principal). Prior to field trips students must complete a grade check form signed by their teachers (or the principal/assistant principal) and submit the form to the trip sponsor. Sponsors will verify that all students are passing their classes through the grade check form. Providing false information, changing information on the grade check form without permission, failure to complete a grade check form prior to travel will result loss of the travel privilege, and possible consequences per the MVHS discipline policies.

Parent Permission forms must be signed and returned by the student, to the trip sponsor, prior to all trips.

FINAL EXAMS/FINAL ASSIGNMENTS/PROJECTS

Dates for final exams/projects and assignments will be scheduled by the classroom teachers/MVHS Leadership team. All grades are to be posted in synergy by the time of due date (no exceptions) established by Administration/School Registrar for each semester.

FOOD IN CLASSROOMS / HALLWAYS

Health and Safety guidelines restrict the consumption of food in areas other than the cafeteria. Food is restricted in classrooms and hallways. During lunch students are to eat in the cafeteria, courtyard or at the picnic tables outside the building. Teachers may have special events in their classrooms (that are approved ahead of time by the principals) at which food is served.

Parents/and others are asked NOT to bring food for students during school hours. However, food brought before lunch hour will be held in the front office for student pick up during their lunch break. Food brought after the lunch hour will be held in the front office until 3:30 pm.

GANG ACTIVITY OR ASSOCIATION

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. (Groups of individuals all dressed in the same colors of clothing.) Any student who wears, carries, or displays gang clothing, drawings, pictures, jewelry, symbols, or paraphernalia, who exhibits behavior or gestures which

symbolize gang membership, who causes and/or participates in activities which intimidate or adversely affect the educational pursuits of another student or the orderly operation of the school shall be subject to severe disciplinary action. 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 or mental harm to students or others is prohibited and will be subject to severe discipline or expulsion from school.

GRADING CRITERIA

100-90% = A

70% or higher 89-80% = B

79-70% = C

69-60% = D

59% and below = F

Athletic/Extra-Curricular Participation Eligibility =

GRADING SCALE & MARKS

The following grading scale is used in all courses to report grades:

A = 100% to 90%

B = 89% to 80%

C = 79% to 70%

D = less than 69% to

60% F = less than

59%

P = Pass

I = Incomplete: If a student receives a grade of an incomplete "I" they have an opportunity to complete the course work by the first six weeks into the next semester, otherwise the "I" turns to an "F."

NC = No

Credit NM =

No Mark

Note: The teacher is not required to round up a percentage to a higher grade. A pass/fail may be given in specific circumstances (i.e., district summer school, credit recovery, IEP) or where indicated in the course description book.

Transferring credits from a college level course (ENG 101, College Algebra and etc.):

- Students earning 3 credits in a college level core course will receive an elective credit of a 0.50 credit towards Monument Valley High School core credit.
- Students earning summer enrichment credits (Nizhoni Academy, Upward Bound Programs and etc.) will receive an elective credit of a 0.50 credit towards Monument Valley High School elective credit.

GUARDIANSHIP or Power of Attorney for Educational Purposes

For students under the age of 18 who are not living with their parents, current guardianship papers must be on file in the attendance office.

HALL PASSES

Students are required to sign the Teacher's Hall Pass Log whenever leaving a class during instructional time. Students in the hallway or out of their class will carry their student planner signed and approved by their classroom teacher. Students using another student's planner are in violation of identity falsification.

Only one student is allowed to leave the classroom at a time. No passes are to be issued during the first and last fifteen minutes of class time. Students abusing hall pass privilege may be placed on a no-pass list for 10 days.

HEALTH OFFICE / TEEN CLINIC

The school health aide is available for students and staff during the school day. Teachers issue students a pass to the health office when necessary. Students must have a current health form on file at school to be treated by the health aide. All prescription medication must be brought to the school health aide in the original prescription bottle by the parent or guardian. The medication is kept and administered to the student in the health office. Student immunizations must be current. Students who are sick should stay home. All students requesting an excuse from P.E. or swimming must bring a signed note to the P. E. teacher from his/her parent. Any excuse over one week must be accompanied by a doctor's written note.

HOMEWORK

Homework is to reinforce classroom instruction, assess student's independent work and extend learning. Teacher homework expectations are outlined in the course syllabi for each class provided by the teacher at the beginning of every semester, except for year-long classes (syllabus is provided at beginning of the school year). Parent/guardian and student are encouraged to carefully review and understand teacher expectation on homework and grading. Students are responsible for doing and turning in homework on time.

IDENTIFICATION CARDS

Students enrolled at MVHS are asked to carry their identification cards. In the interest of student safety, students may be asked by a staff member at any time to show their ID. ID cards will be used to check out library books and to gain entrance to extra-curricular events and activities such as school dances and games.

INSURANCE

Please be aware that the school district carries no insurance on students. Coverage for injuries at school will need to be secured by parents, either through personal individual/group policies.

LOCKERS

Students may request and be assigned lockers at the beginning of the school year.

1. Student lockers are the property of the MVHS and remain at all times under the control of the school.
2. MVHS retains the right to inspect student lockers for any reason, at any time, without notice, without student consent and without a search warrant.
3. Students are totally responsible for all items found in their locker as well as being financially liable for any damage occurring to the locker.
4. Locker combinations or locks will not be changed without school authorization.
5. Students are not to share lockers or combinations.
6. Students are required to clean out their lockers at the end of the school year.

LOST AND FOUND

Articles found are brought to the "lost and found" area in the school front office. Unclaimed articles are given to charity at the end of the school year. Lost articles may be claimed before or after school or during lunches. Students are encouraged to identify personal belongings with a permanent marker.

LIBRARY

The MVHS library is open during school hours, at lunch-time and after-hour school Monday through Thursday. Students are expected to behave responsibly in the library and any behavior which is disruptive may result in loss of library privileges. Food, candy, gum, drinks, etc. are not allowed in the library. All students need a pass to enter the library unless they are part of a scheduled class. Overdue books must be returned and fines/lost book fees paid before checking out additional books.

PARENT CONFERENCES

Parent/teacher conferences are scheduled throughout the year. Parents may also contact the school to set up a scheduled conference with teachers, counselors or principals, or receive a current update on grades/assignments at an agreed upon date/time during the school year.

PARKING GUIDELINES

1. Before a student drives a vehicle to school they must apply for an MVHS parking permit in the front office and once received, park in the assigned MVHS parking space (Students are not to park in the KUSD housing areas or in other KUSD district or school parking lots).
2. A parent or guardian must sign the MVHS parking permit application form for a parking permit. (Forged signatures will result in denial of parking privileges).
3. Students must present a valid driver's license and current copy of vehicle insurance in order to receive an MVHS parking permit.
4. Students will display the parking permit in vehicles parked on campus
5. KUSD security and/or Kayenta Police Department will be called for all traffic violations.

PARTIES (Classroom)

Parties may occur on special occasions. Parties need to be approved by the teacher and the principal, in advance, to minimize instructional disruption. Parents bringing items to school should drop them off in front

office. Students cannot bring food items on the bus.

PROGRESS REPORTS AND REPORT CARDS

Progress reports are mailed home six times per year; grade reports are mailed home at the end of the fall and spring semester. The semester grade is transferred onto the high school transcript. Parents who have concerns or questions on their child academic progress or grades should contact the teacher or their child's school counselor. It is the responsibility of students to know their academic standing at all times. Students who have questions in regards to their academics (rank or course plan) can schedule an appointment with their guidance counselor. Questions on grades can be addressed with both teacher and academic counselor. NOTE: Attendance and effort impact all academic grades. Dates for report cards are published on the District calendar. Copies of the calendar are available in the front office. Students and parents are encouraged to request a grade check at any time during the academic year.

MVHS uses a traditional grading scale (A = 90 → 100%; B = 80 → 89%; C = 70% → 79%; D = 60 → 69%; F = 59% and below). Credit

may not be earned for an "F". See your teacher if you have questions.

PUBLIC DISPLAYS OF AFFECTION

Students are preparing for life after school and must learn how to behave appropriately in specific social settings. School is a workplace and workplace standards apply. There should be no public displays of affection which may offend bystanders (Examples of PDA include; hugging, kissing, laying down or leaning on each other).

RELEASE TIME

Seniors are eligible for release time only when they have met all academic requirements, passed all state required standard achievement tests and are on track to graduate with their cohort class. A written request for release time must be made by the parent and approved by a principal before a senior will be released. Release time will be scheduled for the first or last period(s) of the day. Students on release are to be off campus during this time. If students abuse the privilege of release time, parents will be notified, and students may have the privilege withdrawn. Students on "Release Time" cannot use the bus for transportation. Parents are expected to pick up their child when on release time.

Off Campus Passes:

MVHS will be a closed campus for students.

SAFETY

MVHS and the District are committed to a safe campus for all students, parents and staff. Periodically, MVHS administration will hold drills to practice safety procedures to prepare for emergency situations. Drills include fire drills, lockdowns, and evacuations.

SEARCH DOGS

In cooperation with Kayenta Police Department, MVHS conducts random drug searches. Dogs are used to search school facilities, vehicles parked on school property, lockers, and backpacks (but not students).

SEARCH AND SEIZURE

Order, safety and security are primary to a productive learning environment. When the MVHS learning environment is threatened by presence of contraband (drugs, paraphernalia, etc.), school officials have a responsibility and the authority to search and obtain information for school safety.

SITE COUNCIL

Parents, students, community members and teachers are invited to attend the MVHS Site Council Meetings scheduled to take place monthly. The annual meeting calendar is available from the principal's office (928-697-2100).

STUDENT COUNCIL

Student Council provides an opportunity for students to be involved in student government and develop leadership skills. Students in grades 9 through 12 elect a representative from their class. All student council members must meet set academic and behavioral standards. The school administration and student council sponsor reserve the right to remove students from office if these standards are not maintained.

STUDENT RECORDS

Student records are confidential, but parents may request to see information in their child's file any time.

STUDENT PUBLICATIONS

Students are required to submit publications to the principal for approval prior to distribution or display. (Board Policy JICE-R)

TECHNOLOGY / E-MAILING/INTERNET USE

An Acceptable Use Agreement is completed at the beginning of each year and must be on file before a student may access the Internet. Abuse of any technology privileges may result in them being revoked. Illegal activity involving technology will be reported and dealt with as noted in "Section 6 – Discipline" of the Student/Parent Handbook.

Kayenta Unified School District/MVHS may check electronic devices out to students to use for instructional purposes. Students are responsible for any checked out device that they receive.

TELEPHONE USAGE AND MESSAGES

Students may use the front office phones to call home before and after school, between class, and at lunch time. Permission must be given by the office staff or administration before use.

TESTING

The testing environment at MVHS is critical to student success. Students will experience different types of testing environments ranging from quizzes and formal unit assessments in their classrooms; to state sponsored standardized testing. Students are expected to come prepared for testing, and to prevent distractions during testing. Talking, sleeping, or otherwise distracting behavior will not be tolerated. Academic progress at MVHS will be monitored and assessed using the state standardized tests (ACT, ACT ASPIRE, and AzSci) and NWEA benchmark assessment. These tests measure proficiency in reading, writing, science and mathematics. Students are required to be in attendance on testing days, for the full duration of the test. Parents are asked to support student success on standardized and benchmark assessment dates by helping students get a good night's rest, have a healthy breakfast and arrive on time. State legislation requires that all students pass the State Civics Exam as part of the graduation requirements (students are able to take the Civics test from eighth grade to twelfth grade and only need to pass the exam one time with a passing score of 60% or above).

TEXTBOOKS

When students are issued textbooks or other instructional materials, they are responsible for them until textbooks/materials are turned in to the teacher. Any damaged or lost materials is the student's responsibility. Textbook prices range from \$5.00 to \$150.00 each.

VANDALISM / DAMAGE

When school property is defaced or damaged deliberately by a student, students and/or their parents or families will be required to pay restitution to the school district in accordance with Arizona State Law. Students will be dealt with as noted in "Section 6 – Discipline" of the Student/Parent Handbook.

VIDEOS AND DVDS

~~It is the policy of the district that there is educational value in showing videos during instructional time. Teachers must notify parents in advance of the title of the movie/video with an R rating and the date of viewing. Parents have the right to request that their child not view any movie/video. All movies/videos that deviate from the curriculum must be approved in advance by the school principal.~~

VISITORS

We encourage parents to visit the classrooms. However, we request that you contact the classroom teacher at least one day before your planned visit. Classroom teachers will need to complete the "Request for Guest/Classroom Visitor/Speaker Form." Teacher may suggest another time for your visit, based on the activities that may be scheduled. As required by

state law, all visitors must first report to the school office and sign in. All visitors will be asked to show ID. A visitor's badge will be issued at that time. Visitors are not allowed on the school bus. Student visitors are not allowed on campus at any time. Parents who wish to conference with a teacher about their child's class progress should call in and make appointments for the conference at least one day in advance. All visitors to MVHS must sign in and sign out at the front door and check in at the front office. Visitors include district employees, district staff, community members, parents, and other guests).

WITHDRAWAL FROM SCHOOL

Any student leaving Kayenta School Unified District need their parent/guardian to sign an official withdrawal form. Students under the age of 18 may only withdraw from MVHS with the written permission and in the presence of a parent or legal guardian. For reporting purposes, the Arizona Department of Education requires that parents/guardians of all students inform the school registrar where they intend to re-enroll their child after withdrawal from Kayenta Unified School district. All textbooks, library books, materials, equipment and other property of the school must be returned. Items that are lost or damaged must be paid for before the student leaves school. Student records may be held until fees or fines have been paid.

SECTION 3 – ATTENDANCE POLICIES AND PROCEDURES

ABSENCES

The Governing Board recognizes that the responsibility for school attendance rests with parents and students, with the school assisting them to fulfill that responsibility. Prompt, regular attendance is required by law and is the key to student success and progress in school. Students must maintain regular class attendance because much of the classroom experience cannot be duplicated (i.e., benefits of instruction, discussion and participation). The attendance goal for promotion is 90% of the days of the school year. Arizona's truancy law has been amended to provide two circumstances when a student can be cited for failing to attend school.

1. A student is "habitually truant" if he/she has five or more unexcused absences for at least one class period during the school day.
2. A student has "excessive absences" when the student misses more than ten percent (18) of the required number of school days per year whether the absence is excused or unexcused.

Arizona state law requires that parents ensure that their children between the ages of six and sixteen attend school. On the tenth unverified absence in a semester or 18 total verified/unverified absences for the year, regardless of the reason parent or guardian and/or their child could be issued a citation for violation of an Arizona Revised Statute A.R.S 15-802 or 15-803. The citation would require that both parent or guardian and their child appear in court regarding this matter.

EXCUSED ABSENCES

Absences due to illness, accidents, bereavement, religious observance, or other circumstance may be excused provided that a call is made to the school Attendance Office on the day of or before the absence. Written notification is accepted by the Registrar or Attendance clerk the morning following the absence. Academic grades suffer as a result of excessive absences. The student has TWO school days to submit a written excuse for being absent. Failure to do so will result in the absences being recorded as UNEXCUSED.

MAKE-UP WORK

When students have EXCUSED absences, it is their responsibility to talk with their teachers and obtain missed assignments. **Students should complete and turn in missed assignments to the teacher immediately.** Students are allowed time equal to their period of absence to submit makeup assignments, i.e.: one day absent equals one day for makeup. Parents of students absent for 3 or more days may call the school to arrange to pick up assignments. Homework for absences less than 3 days will be handled by the teacher and student upon the student's return. The requested homework will be available after 3:30 P.M. in the front office whenever possible.

UNEXCUSED ABSENCES

Absences without written verification submitted to the Attendance Office within three school days will be considered UNEXCUSED. An absence without prior knowledge and consent of the parent/guardian, or which is in violation of state law and district procedure, is classified as truancy. School discipline procedures for an unexcused absence/truancy range from conferences with students and parents to suspension and/or referral to the appropriate authorities. **Students in athletics must be present in every class period**

the day before, on the day of an event, or the day immediately after an athletic event or

activity. UNEXCUSED ABSENCE RECOMMENDED PROCEDURES (Per Each Semester).

1st unexcused absence & 2nd unexcused absence 3rd unexcused absence	Recommended – teacher conference with the students to remind them of their responsibilities to be in class every day. Documentation of conference made by teacher, and student's counselor may be informed. Warning issued. Auto call to parents for each absence per district procedures. Teachers may contact the parent for attendance issues. Email sent home via Synergy.
4th unexcused absence	Recommended – parent/guardian to be contacted by the classroom teacher. The classroom teacher notifies the counselor. Counselor meets with the student.
5th unexcused absence 6th unexcused absence 7th unexcused absence	Counselor may contact parent. ~~R e c o m m e n d~~ parent and student conference with the counselor. Attendance plan (Intervention) discussed. Attendance Letters may be sent to the parent for unexcused absences. Home visit by Parent Educator.
8th unexcused absence	Parents and students meet with administration. Review Attendance Plan. Other outside intervention will be considered, parent and student must provide update.
10th unexcused absence	Parent/student can be reported to Navajo Nation Prosecutor Office, due to unsuccessful school intervention and /or parent are unresponsive to support child's attendance. Referred to Navajo Nation court by prosecutor – for court mandated intervention, such as Navajo Nation Peace Making Program, CHIN or other family services. Student may be recommended for re-enrollment, with possible conditions.

POSSIBLE ATTENDANCE INTERVENTIONS

- Administration will run frequent absentee and tardy audits to capture accurate data.
- Parents walk student to classes.
- Community service
- Counseling service / Social services referral/Notification to Juvenile Prosecutor or court system for truancy.
- Lunch detention/after school detention
- In-school suspension/Out of school suspension
- Alternative education services

TARDIES

MVHS stresses real life responsibility. Being at work on time is a post high school responsibility. Forming good habits is critical to real world success.

Being tardy is arriving late for school and/or class. Chronic tardiness (excused or unexcused) impacts your grade. Tardiness to school will be excused only when accompanied with written/verbal notification from the parent/guardian or doctor. All other tardies will be classified as unexcused. Students and parents should do everything possible to ensure students arrive at school in time to be in their first period class. Students are responsible for being on time for all their classes.

MVHS TARDY SWEEPS (May be implemented at discretion of MVHS administration)

MVHS Administration may institute a tardy sweep policy in 2025-2026. Students who are in the hallways without a pass, after the tardy bell can be swept into the In-School Suspension room. Students will remain in the ISS room for the duration of the class period. A student who is swept into the ISS room due to tardiness will be marked as ISS for the class period. It is the student's responsibility to talk to their teacher about any missed work. In the ISS room students cannot be on their phones, sleep, lay their head down, or talk with other students. Students are to work quietly on class assignments in the ISS room.

- If administration implements sweeps-Teachers may be asked to close and lock their door after the tardy bell rings.
- If administration implements sweeps-Students who are tardy to class (each period) without a pass, will report to the ISS room for the duration of that class period (each class period is a stand-alone time period). Students are marked as being in ISS for that respective period. At the end of the respective period- students will report to their next class period.
- Students who are repeatedly in ISS for tardiness will face attendance/discipline consequences.
- Student athletes should refer to the Student Athletic Handbook about the athletic participation tardy policy.

POSSIBLE INTERVENTIONS for UNEXCUSED TARDIES (per semester)

- Warning/ teacher conference
- Counselor conference to reinforce positive behavior.
- Parent call/conference; Working together to build student responsibility & other intervention(s)
- Positive student behavior support (Attendance contract)
- Lunch detention/After School Detention- continued reinforcement of positive student behavior and responsibility.
- 10 tardies = Alternative to Suspension Saturdays (A.T.S. Saturdays)
- In School Suspension/ or parent walks student to all classes
- Out of School Suspension for defiance

Students whose tardies are unexcused will need to complete any class work impacted by the tardiness in order to receive academic credit, such as homework, quizzes and other assignments incomplete due to the unexcused tardy.

ATTENDANCE PROCEDURES FOR STUDENTS WITH DISABILITIES

Whenever non-attendance interferes with the delivery of special education services or interferes with the attainment of goals and objectives identified in the student's Individual Education Program, a review of placement and review/revision of the I.E.P. must be convened.

CHRONIC OR LONG-TERM ILLNESS

In cases where medical documentation can be provided regarding a long-term illness or an ongoing medical condition, parents should contact the school administration as early as possible.

SECTION 4 – POSITIVE BEHAVIOR SUPPORT

GUIDELINES POSITIVE BEHAVIOR SUPPORT

Positive Behavior Support (PBS) is an approach to helping students improve their difficult behavior and is based on four assumptions:

1. An understanding that people do not control others, but seek to support others in their own behavior change process
2. A belief that there is a reason behind the most difficult behavior, that people with difficult behavior should be treated with compassion and respect.
3. The application of a large and growing body of knowledge about how to better understand people and make humane changes in their lives that can reduce the occurrence of difficult behavior
4. A conviction to continually move away from coercion—the use of unpleasant events to manage behavior
 - This model is a teaching and learning model that matches traditional Navajo child rearing practices and the Diné Philosophy of Education.
 - The PBS model to manage student behavior and is aligned with the Breaking Ranks II high school reform model we are following.

POSSIBLE CONSEQUENCES FOR SERIOUS OFFENSES at MVHS:

In the case of illegal activity, law enforcement will be called

1. Documented formal conference between the student school official(s)
2. Telephone call, letter or conference with parents
3. Temporary or permanent removal from class for a specified period of time
4. Community service
5. Loss of privileges (lunch detention/after school detention)
6. Payment of restitution
7. In-school suspension
8. Short-term out-of-school suspension (1-9 days)
9. Long-term suspension 10 days or longer (Board approval required)
10. Recommendation for expulsion which is the permanent removal of the students from MVHS (see KUSD Board Policy Manual). Students who have been expelled from Arizona public schools may

be refused admission for re-enrollment by other Arizona public schools.

SECTION 5 - INTERVENTIONS

Possible INTERVENTIONS Offered at MVHS:

1. Conferences
2. Student Behavior Contract sheets
3. Community service
4. Support groups
5. IHS counseling
6. Academic counseling
7. After-school credit recovery courses
8. After-school tutoring
9. Saturday School
10. In-School Suspension (ISS)/Out of School Suspensions
11. Alternative education setting

SECTION 6 – DISCIPLINE

OVERVIEW OF STUDENT DISCIPLINE (Board Policy JK-R)

A student may be subject to disciplinary action when the student:

- Engages in conduct that is disorderly, i.e. intentionally causing public inconvenience, annoyance, or alarm, or recklessly creating a risk by:
 - Fighting or engaging in violent behavior
 - Making unreasonable noise
 - Using abusive or obscene language or gestures
 - Obstructing vehicular or pedestrian traffic
 - Creating a hazardous or physically offensive condition by any act that serves no legitimate purpose.
- Engages in conduct that is insubordinate, i.e., failing to comply with the lawful directions of a teacher, school administrator, or other school employee in charge of a student.
- Endangers the safety, morals, health, or welfare of others by any act including but not limited to:
 - Selling, using, or possessing alcohol, drugs, or other controlled substances or paraphernalia
 - Selling, using, or possessing weapons, fireworks, or other dangerous instruments or contraband
 - Selling, using, or possessing obscene materials
 - Using profane, vulgar, or abusive language (including ethnic slurs)
 - Gambling
 - Hazing
 - Engaging in lewd behavior
- Engages in any of the following forms of academic misconduct:
 - Lateness for, missing, or leaving school or class without permission or excuse.
 - Cheating (including but not limited to copying, using unauthorized help sheets and the like, illegally obtaining tests in advance, substituting for a test-taker, and other forms of unauthorized collusion).
 - Plagiarism
- Engages in conduct violation of the Board's rules and regulations for the maintenance of public order on school property.
- Uses personal portable electronic instruments, communications, and entertainment devices, including but not limited to cell phones, still and video cameras and equipment, recording/playback apparatus, and other electronic equipment that may be used for similar purposes, during the school day or during directed student study time unless such use has been specifically authorized by the school administrator.
- Has a record of excessive absenteeism.
- Is believed to have or actually has committed a crime.

BULLYING/CYBERBULLYING/HARASSMENT/SEXUAL HARASSMENT (Board Policy ACA)

KUSD does not tolerate bullying or harassment in any form. Bullying may occur when a student or group of students 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 insufficiently 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**. Including, but not limited to, **postings through social media, verbal comments**, third party intimidations, inappropriate put downs, and written and verbal communication, using phones, and technology.
- Occurs when there is a real or perceived imbalance of power or strength; or may constitute a violation of law.

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 electric communication equipment on school computers, networks, forums or mailing lists. **Cyberbullying is, but not limited to, any act of bullying by use of electronic technology or electronic communication devices including telephonic devices, social networking, and other internet communications on school computers, networks, and forums and by means of an individual's personal electronic media or equipment.**

Disciplinary action may result for bullying/harassment/intimidation 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, while on school grounds, school property, school buses, 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 the law will be reported to local law enforcement.

Students who believe they are experiencing being bullied or suspect another student is bullied should report their concern to any staff member of the school district. School personnel will maintain appropriate confidentiality of the reported information.

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

PERMISSABLE PENALTIES (Board Policy JK-R)

The range of penalties that may be imposed for violations of student discipline rules include, but are not limited to, the following:

- Verbal and / or Written warning
- Written notification to parents
- Detention / Probation
- Suspension from transportation
- Suspension from athletic participation
- Suspension from social or extra-curricular activities
- Suspension of other privileges
- Exclusion from a particular class
- In-school suspension
- Involuntary transfer
- Community service
- Out of Suspension and / or Expulsion
- Alternative to Suspension Program
- Alternative to Expulsion Program

DUE PROCESS

Due process protects your rights. No student may be deprived of his or her constitutional right to due process. These Due Process Rights include, at a minimum, Notice of the Charges against you and an Opportunity to Be Heard so that you can tell your side of the story or provide evidence on your own behalf, and if evidence supports disciplinary action- what possible consequences may be imposed.

STUDENT RIGHTS (Board Policy JI-R)

As a student in this District, you have certain rights and obligations. Your rights as a student include the right to:

- Receive a meaningful education.

- Have a meaningful curriculum and the right to voice your opinions, through representatives of the student government, in the development of such curriculum.
- Be physically safe and have safe buildings and sanitary facilities.
- Consult with teachers, counselors, administrators, and anyone else connected with the school if you so desire, without fear of reprisal.
- Have free elections of your peers in student government and to seek and hold office in accordance with the student government constitution and District policies.

- Be made aware of District decisions and District policies.
- Have your parent/guardian or yourself, if you are over eighteen, see your personal files or cumulative folders.
- Have your academic performance as the prime criterion for academic grades; however, noncompliance with school rules and regulations may affect grades (e.g., unexcused absences).
- Not be subjected to unreasonable or excessive punishment.
- Be involved in school activities that meet the reasonable qualifications of sponsoring organizations, state organizations, and school regulations.
- Have the right to express your viewpoints in accordance with District Policy JIEC – Freedom of Expression.

STUDENT RESPONSIBILITIES

Rights are always accompanied by responsibilities. As a student at this school, you have the responsibility to:

- Respect the rights of others involved in the educational process and exercise the highest degree of self-discipline in observing and obeying school rules and regulations.
- Take maximum advantage of all educational opportunities available.
- Have regular attendance.
- Protect school property, equipment and books and other materials issued to you or used by you in the instructional process. You will be held financially responsible for any loss or intentional damage caused to school property.
- Complete all course assignments to the best of your ability and complete make-up work after an absence.
- Help maintain the cleanliness and safety of the school buildings and property.
- Present yourself in class at the prescribed time and with the necessary materials.

PROGRESSIVE DISCIPLINE STEPS (for minor offenses)

Students involved in inappropriate behavior will be subject to certain disciplinary actions. Depending upon the behavior problem of the student, one or more of the following actions may also be taken by school officials:

1. Informal Talk - A school official will talk to the student and try to reach an agreement regarding how the student should behave.
2. Conference - A formal conference is held between the student and a school official (counselor or principal).
3. Parent Involvement - Parent or guardian is notified by [email](#), ~~telephone or personal contact~~. A conference may be conducted between the student, parent or legal guardian, appropriate school personnel, and any other individuals concerned.

SUSPENSIONS (for major infractions or repeated minor offenses) Short-term Suspension – Short-term

suspensions are ten days or less.

- The student must receive verbal or written notice of the reasons for the suspension.
- The student has a right to present his or her explanation.
- The school has an obligation to verify the facts of the investigation.
- If a short-term suspension is appropriate, the parent must be notified before the student is allowed to leave campus or, if no parent is available, the student must be kept until dismissal time and then sent home with a written message to the parents.
- Within a reasonable time of the suspension, a letter must be written to the parents explaining the reasons for and terms of the suspension. The letter also must request a meeting with the parents to solicit their help.
- A written record of the action must be kept on file.

Long-term Suspensions/Expulsion – Long term suspensions are suspensions in excess of 10 days. Expulsion is permanent removal from school. The student will be informed that he/she is subject to long term suspension (more than 10 days) or expulsion. The student's parent(s) or legal guardian will be notified by telephone and/or certified letter that the student is subject to long-term suspension or that expulsion is being considered. The following procedures will be observed:

- A formal hearing will be arranged. The Board will determine whether the hearing will be conducted by a hearing officer or by the Board.
- A formal letter to the responsible parent or guardian will be mailed or delivered by hand at least five (5) working days prior to the formal hearing. The letter will advise the parents of the charges and the rule or regulation violated by the student; the extent of the punishment to be considered; the date, time, and place of the formal hearing; the district's witnesses; if a hearing officer has been designated, the name of the hearing officer. The student may present witnesses and may be represented by counsel at the student's/parent's expense.
- The hearing will be recorded on tape or in some other appropriate manner. Parents are allowed to tape-record the hearing at their own expense. If the hearing is conducted by a hearing officer, the hearing officer may make a decision to long-term suspend the student. The Board may agree or disagree with the decision.

- Where a recommendation for expulsion has been made, the Board will have the final decision-making authority.
- In all cases, the decision of the Board is final.

Alternative to Suspension

Students meeting certain requirements may participate in an alternative to the suspension program at the determination of the Superintendent. The Alternative to Suspension Program is one of the social isolation. It shall be discipline intensive, requiring academic work and may involve community service, grounds keeping and litter control. Parents will participate in providing support and supervision. Students may be considered for readmission to the regular education program only upon completion of the major portion of the suspension and upon meeting certain conditions. Failure to meet these conditions will mean summary (immediate) imposition of the remainder of the suspension and additional punishment if indicated by the disciplinary policies and procedures of the district.

SUSPENSION AND EXPULSIONS OF SPECIAL EDUCATION STUDENTS

Students placed in special education programs will be expected to abide by the rules of conduct established for all students. Special education students will be disciplined in accordance with the provisions of the Individuals with Disabilities Education Act (IDEA) and school district policies.

VIOLATIONS AND CONSEQUENCES CHART

The chart on the following page describes some possible problem areas and the types of disciplinary action that will be taken for each. In each instance a minimum and maximum action is listed. School officials will consider the previous behavior record of the student before action is taken. Repeated behavior offenders may receive disciplinary action of the maximum listed. Such factors as the length of time since their last problem, their attitude, etc., will be considered before any action is taken. See Student Discipline Section JK in Policy Manual. Students are to serve in ISS until the decision from the Board for long term suspension or expulsion.

VIOLATIONS AND CONSEQUENCES CHART continued

Infraction *Reported to ADE **Reported to local law enforcement & ADE	Occurrence	Range of Minimum Discipline	Range of Maximum Discipline
Aggression - Aggravated assault**, physical assault*, disorderly conduct, endangerment*, fighting*	First	Parent contact/ parent conference, 1- 5 days in-school/out of school suspension per Administrator	5-9 day in school /out of school Suspension per Administrator & Call Police
	Subsequent	Parent Contact/Parent conference & 1-5 days in school/out of school suspension per Administrator	5-9 day in school/out of school Suspension per Administrator & Call Police IHS counseling for aggression or anger management.
Minor Aggressive Act, Verbal Assault Recklessness, verbal provocation, name calling, degrading.	First	Parent contact- Parent conference 1-5 days in school/out of school suspension.	1- 5 days in/out of school suspension per Administrator
	Subsequent	Parent contact-parent conference & 1-3 days In/out of school suspension per Administrator	5- 9 days Suspension IHS counseling for aggression or anger management.
Alcohol, Tobacco, E Cigarette (vaping) & Other Drugs(see note after violation chart) <i>Possession, Sale, Distribution, Intent to Sell, Share, Use, Under the influence of,</i> Alcohol Violation, Tobacco Violation*, & Drug Violation Inhalants*, Prescription**, Over-the- counter*, Illicit Drugs**, THC, Ecstasy, Cocaine or Crack, Hallucinogens, Heroin, Marijuana, Methamphetamine, Other Illicit Drug, Unknown Drug Drug Paraphernalia, Substance represented as Illicit Drug	First	Parental contact/counsel student, confiscation of items, and at discretion of administration (depending on the infraction),- send student home/3-5 days in school/out of school suspension per Administrator.	5-9 day in school/out of school suspension per Administrator & Call Police Referral to IHS substance abuse counseling
	Subsequent	Parental contact/counsel student. Automatic 5-9 day Suspension per Administrator	Expulsion & Call Police Referral to IHS substance abuse counseling and rehabilitation.
Arson- intentional burning of school and of a structure or property*, of an occupied structure**	First	Parental contact/counsel student & send student home/ 5 days out of school Suspension per Administrator	Criminal Charges filed/5-9 day out of school Suspension/ Expulsion
	Subsequent	Parental contact/refer to authorities/ Automatic 5-9 day Suspension per Administrator	Criminal Charges filed/Expulsion
Attendance Policy Violation Leaving school grounds or class w/o permission, tardy, truancy, unexcused absence, other attendance violation.	First	Parent contact/ conference with student/parent. 1-5 days in school/out of school suspension.	Attendance contract, 1-5 days in school/out of school suspension, referral to outside services
	Subsequent	Student/Parent conference & 1-5 days in school/out of school Suspension	5-9 days in school/out of school Suspension per Administrator /Expulsion
Defiance or Disrespect Towards Authority and Non-Compliance, Disruption	First	Student conference/Parent Conference/ student. 1-5 days in school/out of school suspension.	Call police/parent conference/5-9 days in school/out of school Suspension
	Subsequent	Student conference & send student home/1-5 days Suspension per Administrator	Call police/parent conference/5-9 days out of school suspension
Dress Code Violation	First	Change clothing	Send home to change clothing
	Subsequent	Change clothing/Parent Conference	Send home to change clothing

Ethnic Slurs; Hate Speech	First	Student conference/Parent Conference.	1-5 days in school/out of school Suspension per Administrator w/ Parent Conference
	Subsequent	Parent conference & send student home/1-5 days Suspension per Administrator	5-9 days out of school Suspension/Expulsion
	First	Parent notified and informed, Student conference.	Suspension out of school suspension 1-5 days
Extortion	Subsequent	Parent contact, Student & Parent conference & send student home/1-5 days Suspension per Administrator	5- 9 days out of school Suspension per Administrator Police may be contacted.
False Information or Identification (Giving of)	First	Student conference	1-5 days in school/out of school - Suspension per Administrator
	Subsequent	In school/out of school - Suspension 1- 5 days, parent notified	5-9 days in school/out of school- Suspension per Administrator Parent Contacted Police may be contacted
Forgery	First	Student conference and parent notified	1- 5 days in school or out of school- Suspension per Administrator
	Subsequent	1-5 days out of school-Suspension, parent contacted	5-9 days out of school-Suspension per Administrator
Gambling	First	Student conference and parent notified	1-5 days Suspension per Administrator
	Subsequent	Student and Parent conference- 1-5 days in school/out of school suspension.	5-9 days out of school-Suspension
Gang Association/Activity and/or Gang Clothing/Symbols	First	Parent conference, notify police & 9 days Out of school Suspension	Expulsion/notify police Parent contact
	Subsequent	Conference with parent/notify police & 9 days out of school- Suspension	Expulsion/notify police
Harassment, Threat, Intimidation Bullying*, harassment (non-sexual)*, hazing*, threat or intimidation*	First	Student conference	1-5 days in school/out of school- Suspension
	Subsequent	Student conference & 1- 5 days out of school - Suspension	5-9 days out of school-Suspension
Hazardous or Physically Offensive Condition (causing)	First	Student conference	1-5 days in school/out of school- Suspension
	Subsequent	Parent conference & send student home/1-5 days Suspension per Administrator	5-9 days out of school-Suspension
Insubordination	First	Parent Contact & Student conference	1-5 days in school/out of school - Suspension
	Subsequent	Student conference & send student home/1-5 days Suspension per Administrator	5-9 days out of school Suspension/Expulsion
Insult/Verbal abuse of a faculty or staff member/Disrespect	First	Student conference & Parent notified	1-5 days Suspension
	Subsequent	Parent conference & send student home/1-5 days Suspension per Administrator	5-9 days out of school - Suspension/notify police

Lewd behavior/Public display of affection/Pornography	First	Student conference, parent contact & /1-5 days out of school-Suspension	5-9 days out of school-Suspension/notify police
	Subsequent	Parent conference & 1- 5 days out of school- Suspension	5-9 days-out of school-Suspension/notify police
Littering	First	Student conference	Community Service
	Subsequent	Parent conference	1-5 days in school/out of school-Suspension
Lying	First	Student conference	1-5 days in school/out of school- Suspension
	Subsequent	1-5 days In school/out of school-Suspension	1-5 days in school/out of school-Suspension
Malicious mischief	First	Student conference	Suspension
	Subsequent	Parent conference. 1-5 days in school/out of school-Suspension per Administrator	5-9 days in school/out of school-Suspension
Obstructing an investigation	First	Student conference & send student home/1-5 days Suspension per Administrator	5-9 days out of school-Suspension
	Subsequent	Parent conference / 1-5 days out of school Suspension	5-9 days out of school -Suspension
	First	Student conference	1-5 days Suspension

Obstructing traffic, vehicular or pedestrian, parking lot violation	Subsequent	Parent conference. 1-5 days in school/out of school- Suspension per Administrator	5-9 days in school/out of school-Suspension
Plagiarism, cheating	First	Student/Parent conference	Loss of assignment credit or zero on test
	Second	Student/Parent conference. 1- 5 days in school/out of school-Suspension per Administrator	Student/Parent conference, Loss of assignment credit or zero on test & up to 1-5 days suspension - plus removal from affected Honors class
	Subsequent	Parent contact & send student home 1-5 days school/out of school-suspension per Administrator	Loss of assignment credit 5-days out of school Suspension
Resisting authority	First	Student conference & send student home/ 1-5 days out of school Suspension per Administrator	5-9 days out of school Suspension
	Subsequent	Suspension/notify police & 1-5 days out of school- Suspension	5-9 days out of school-Suspension/notify police
School Threat Bomb Threat**, chemical or biological threat**, fire alarm misuse**, other school threat	First	Parental contact/refer to authorities & 9 days out of school-Suspension	9 days out of school-Suspension/Criminal Charges filed/Expulsion
	Subsequent	Parental contact/refer to authorities & 9 days Suspension	Criminal Charges filed/Expulsion
Sexual Offenses Sexual harassment*, sexual harassment with contact*, indecent exposure or public sexual indecency*, pornography, sexual abuse or sexual contact with a minor or child molestation**, sexual assault	First	Parental contact/refer to authorities & send student home/ 1-5 days out of school-Suspension per Administrator	5-9 days out of school-Suspension/Criminal Charges filed/Expulsion
	Subsequent	Parental contact/refer to authorities & 9 days out of	Criminal Charges filed/Expulsion

(rape)**		school- Suspension	
Slander	First	Student conference	Parent conference/ 1-5 days in school/out of school Suspension
	Subsequent	Parent conference & send student home/ 1-5 days out of school -Suspension per Administrator	5-9 days out of school-Suspension
Technology, Improper Use of Computer, network infraction, telecommunication device, other technology, Cell Phone	First	Student conference/suspension of EIS privileges/ confiscation of phone/device	1-5 days in school/out of school- Suspension/suspension of EIS Privileges per Administrator
	Subsequent	Parent conference/Suspension/ & send student home/ 1-5 days Suspension per Administrator	5-9 days out of school - Suspension/suspension of EIS privileges/notify police
Theft Armed robbery**, burglary (first degree) **, burglary or breaking and entering (second or third degree)*, extortion*, petty theft (less than \$100.00 item), robbery*, theft of non-school property, theft of school property	First	Parent conference/possible 1-5 days in school/out of school- Suspension per Administrator	5-9 days in school/out of school- Suspension/ Parent conference/notify police
	Subsequent	Parent conference/possible 5-9 days in school/out of school- Suspension per Administrator	Expulsion
Unauthorized entry/trespass/loitering	First	Student/Parent conference/ 1-5 days in school/out of school-Suspension	Parent conference/5-9 days in school/out of school-Suspension
	Subsequent	Student/Parent conference/ 1-5 days out of school-Suspension	5-9 days out of school- Suspension/notify police
Vandalism or Criminal Damage Graffiti or tagging, vandalism of personal property*, vandalism of school property*	First	Student conference & send student home/ 1-5 days Suspension per Administrator	5-9 days out of school- Suspension/Expulsion/notify police
	Subsequent	Student conference & 5-9 days out of school-Suspension	Expulsion/notify police

Violation of Governing Board Policy or school rule Combustible, contraband	First	Student conference. 1-5 days in school/out of school- Suspension per Administrator	5-9 days in school/out of school- Suspension/Expulsion
	Subsequent	Student conference & 5-9 days in school/out of school-Suspension	Expulsion
Violation of a local, state or federal law	First	Parent conference & send student home/ 1-5 days in school/ out of school - Suspension per Administrator	5-9 days in school/out of school- Suspension/Expulsion/notify police
	Subsequent	Parent conference & 5-9 days Suspension	Expulsion/notify police
Vulgar or obscene language, gestures or symbols	First	Student conference & Warning Parent notified /1-5 days in school/out of school-Suspension	5-9 days in school/out of school- Suspension
	Subsequent	Student/Parent conference & send student home/ 1-5 days out of school Suspension per Administrator	5-9 days out of school-Suspension
Weapons and Dangerous Items <u>Dangerous Items*</u> Air gun, bb. gun, knife w/ blade	First	Student conference & 5-9 days out of school- Suspension, parent contact	5-9 days out of school - Suspension/Expulsion/notify police

less than 2.5 inches, laser pointer, letter opener, mace/pepper spray, paintball gun, pellet gun, razor blade/box cutter, simulated knife, Taser gun or stun gun, tear gas, other. <u>Firearms**</u> Handgun or pistol, shotgun or rifle, starter gun or pistol, destructive device (bomb or grenade), other firearms or destructive device, simulated gun/ weapon <u>Other Weapons**</u> Billy club, brass knuckles, knife w/ blade of at least 2.5 inches, nun chucks	Subsequent	Student conference/notify police &5-9 days out of school- Suspension	Expulsion/notify police
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*Note: When reasonable suspicion exists for possible drug and alcohol offenses, including reasonable suspicion of use of illegal substances, the district/MVHS nurse aide or district security may assess students to determine whether the student appears to be under the influence of illegal substances.

DEFINITIONS -Throughout this handbook, unless the context otherwise requires, the

following definitions apply: **Alcohol** is any intoxicating liquid containing alcohol, ethanol and methanol.

Assault, Physical is (1) intentionally, knowingly or recklessly causing any physical injury to another person; or (2) intentionally placing another person in reasonable apprehension of imminent physical injury; or (3) knowingly touching another person with the intent to injure, insult or provoke such person.

Assault, Aggravated is an assault (as defined above) accompanied by circumstances that make the situation severe, such as the use of a deadly weapon or dangerous instrument; causing serious physical injury to another; committing the assault knowing, or having reason to know, the victim is a peace officer or a school employee engaging in a school-related activity.

Bullying /Harassment are the persistent or repeated annoying or tormenting of another. This includes provoking or antagonizing a fight. It can be physical, but more often it is verbal and includes threatening, teasing, ridicule, or writing about another person (spreading rumors). Including use of social media, technology, phones, or other means.

Cheating or Plagiarism is intentionally using information or property of another, without permission of the school, to obtain an unfair advantage.

Contraband – refers to all items forbidden by the school rules. For example, alcohol, weapons, tobacco products, paraphernalia.

Computer Tampering is altering, damaging, deleting, or destroying a computer, computer hardware or software; introducing a computer contaminant into any computer, or network; causing the disruption of a computer or network; and using a computer or computer system to threaten, alarm, harass, or cause another person to suffer substantial emotional distress.

Dangerous Instruments/Devices means anything that under the circumstances in which it is used, attempted to be used, or threatened to be used, is readily capable of causing death or serious physical injury.

Defiance is intentionally resisting or disregarding the authority of District personnel. Includes, but is not limited to, the failure to respond to a reasonable request, or the refusal to identify self, when requested to do so.

Detention is a consequence for inappropriate behavior; meaning to be placed in an assigned location for a period of time.

Disorderly Conduct is any act which substantially disrupts the orderly conduct of a school function; behavior which substantially disrupts the orderly learning environment; or poses a threat to the health, safety, and/or welfare of students, staff, or others.

Disrespect is treating District personnel or any others with contempt or rudeness.

Disruption/Disruptive Conduct is creating disturbances in class, on campus, or at school-sponsored events. Continual or repeated disruptions may warrant more severe consequences.

District Sponsored Event is any event, which is sponsored, sanctioned or supervised by the District or District personnel.

Drugs are chemical substances, narcotics, prescription or non-prescription, controlled substances, or substances that students represent to be chemical substances, narcotics, or controlled substances. The

term drug applies whether it is prescribed or none prescribed. Medication for cessation of smoking needs to be checked through the health center; otherwise, it will result in being considered a drug. Additionally, chemical substances used as an inhalant are considered drugs.

Drug Paraphernalia is any apparatus or equipment used, or capable of being used, in absorbing or consuming a drug. **Electronic Devices** are cell phones, pagers, CD cassette players, iPods, Ear Pods, MP3s, radios or other electronic items. **Endangerment** is recklessly or intentionally creating a risk of injury or imminent injury or death to another.

Expulsion is the permanent removal of a student from school and District. Expulsion requires action from the Governing Board.

Extortion is the act of knowingly obtaining or seeking to obtain property or services, or causing or seeking to cause another act in a manner by means of a threat to do any of the following: (1) cause physical injury; (2) cause damage to property; (3) engage in illegal conduct; or (4) make false accusations.

Fighting is when two or more persons engage in any violence toward each other in an angry or quarrelsome manner.

Firearm is (a) a weapon (including, but not limited to, a starter gun, paintball gun, a BB gun, pellet gun, air soft gun, etc.) which will, or is designed to, or may readily be converted to expel a projectile by an explosive, or by gas or air; (b) the frame or receiver of any such weapon; (c) any firearm muffler or firearm silencer; (d) any destructive device, including explosives, incendiaries, poison gas, bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive charge of more than one-fourth ounce, or mine, or any weapon or combination of parts which will, or is designed to or may be readily converted to expel a projectile by action of an explosive or other propellant.

Forgery/Falsification is the act of falsely or fraudulently marking or altering a document or a verbal, written, or electronic communication, or any verbal or written communication that is intentionally false or fraudulent (i.e., dishonesty or lying).

Gambling is to risk money or anything of value on the outcome of anything involving chance.

Gang Association/Activity includes dress code violations, hand gestures, graffiti, and jargon (clothes, symbols, signals, language, behavior and headgear)

Gang Clothing/Symbols is the wearing of hats, bandanas, tattoos and/or other paraphernalia, clothing or symbols or possession of paraphernalia that is associated with gangs or gang-like activity.

Hate Speech is any written, oral, or electronic communication that manifests malice towards others based on their race, gender, or ethnicity. This includes, but is not limited to, racial slurs, oral or written speech, gang paraphernalia, symbols or gestures.

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.

Horseplay/Roughhousing/Disruptive Play means rough boisterous play; outbreak of rough and noisy behavior.

Insubordination is being disobedient or failing to follow the directions of authority of a school, a District staff member, or an individual placed in authority by the school or the District.

Loitering occurs if a person is intentionally present in or about school after a reasonable request to leave and does not have any specific legitimate reason for being there or does not have written permission to be there from anyone authorized to grant permission.

Long Term Suspension is a suspension from school for more than ten (10) days. Due process rights shall be extended to any student suspended.

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.

Physical Aggression is tussles, minor confrontations, pushing and/or shoving.

Profanity is the use of inappropriate or obscene language or gestures to the extent that it disturbs the educational process or environment.

Restitution is providing an equivalent replacement or compensation for damages or loss of personal or District Property. **Robbery/Theft** is the taking, or attempting to take, any property of another from his person or immediate presence and against his

will, such person threatens or uses force against any person with intent either to coerce surrender of property, or prevent resistance to such person taking or retaining property.

Sale or Distribution of Alcohol is the attempt or act of offering, selling, trading, procuring, or distributing (with or without compensation) alcohol on District property or at a District-sponsored event.

Sale or Distribution of Drugs is the attempt or act of offering, selling, trading, procuring, or distributing (with or without compensation) drugs on District property or at a District-sponsored event.

School is school grounds and also includes school sponsored and sanctioned events, within the jurisdiction of the District.

School District Property is any personal or real property owned or under the control of the school or District.

School Grounds is any real property or property under the control of the District.

Sexual Harassment is discrimination based on gender that includes unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature made by one individual to another. (Sexual: of, relating to, affecting, or typical of sex, the sexes, or the sex organs and their functions. Implying or symbolizing erotic desire or activity.)

Sexual Misconduct is the use of verbal, written, electronic or physical threats/actions or any language that is sexually demeaning or offensive. This includes touching private areas, pulling another's underclothing in public, or any form of sexual relations.

Short Term Suspension is a suspension from one (1) to ten (10) days, but not to exceed ten (10) days, from school. Students may be suspended from school by administrators, district superintendent, and/or other administrative officials granted this power by the District's Governing Board.

Simulated Weapon is an instrument displayed or represented as a weapon.

Tardy is failure to be at a designated location at a specified time.

Technology/Internet Misuse is the failure to use hardware, software, electronic devices, web pages and network for the intended educational use or in a manner that causes disruption at a campus or any District facility.

Theft is taking property that belongs to another. Theft does not include confiscation by school authorities of property not permitted at the school. NOTE: In the event of theft or damage, personal items brought to school, such as musical instruments, radios, etc., are not covered by district insurance.

Threatening and Intimidating Behavior/Harassment is knowingly or recklessly causing or threatening to cause (1) interference or disruption of an education institution; (2) physical injury; or (3) damage to another.

Tobacco refers to smoking tobacco (e.g. cigarettes, E-cigarettes, cigars), smokeless tobacco (e.g. dip, chew, snuff, or twist), rolling papers and matches/lighters. NOTE: Possession of tobacco products on K-12 public, charter, or private school grounds, building, parking lots, playing fields and vehicles, and at off-campus school-sponsored events, is a petty criminal offense. "Petty" offense is punishable by a fine of up \$300.

Trespass occurs when a person(s) enters upon, or in, school property without legal justification or without the implied or actual permission of the administration.

Truancy is being absent from class or school ten percent of the school year or having five unexcused absences.

Under the Influence occurs when a student's behavior or mood has changed as a result of consumption of

alcohol or drugs.

Unexcused Absence is being absent from class or school without permission.

Vandalism is the act of defacing or destroying any building, fixture, vegetation, or property.

Vaping is the action or practice of inhaling and exhaling vapor containing nicotine/THC/marijuana and flavoring produced by the device designed for this purpose.

Verbal Abuse is profanity or any derogatory language stated publicly.

Weapon is (includes but is not limited to) a bomb, firearm, gun, revolver, pistol, dagger, dirk, stiletto, knife with a blade over two and one-half inches in length, pocket knife opened by a mechanical device, iron bar, brass knuckles, chains, or any incendiary devices.

Arizona Revised Statutes References (A.R.S.)

- Abuse, Verbal Abuse – A.R.S. § 15-507 (includes profanity) and Physical Abuse (assault) of a staff member is not permitted
- Computer Tampering – A.R.S. § 13-2316
- Disorderly Conduct – A.R.S. § 13-2904
- Expel – A.R.S. § 15-841
- Hazing – A.R.S. § 15-2301
- Loitering – A.R.S. § 13-2905
- Suspension – A.R.S. § 15-843
- Tobacco – A.R.S. § 36-798
- Trespass – A.R.S. § 15-841
- Vandalism – A.R.S. § 15-842
- Weapons – A.R.S. § 13-3102(11)

NOTE: The administration reserves the right to use their discretion in deciding what is not acceptable dress standard on campus

Appendices

Kayenta Unified School District's English Learner Mission Statement

It is the mission of the English Learner (EL) Program at Kayenta Unified School District to provide its students with the knowledge, skills, and confidence to be socially and academically successful in English. This will be accomplished by providing an inclusive program that values the native language and culture of its EL students, provides EL students with the content and necessary background knowledge to meaningfully participate in the curricula, equip EL students with the English language skills that are necessary tools for full participation in the K-12 education setting, and prepare EL students to participate with confidence and an empowered sense of identity, then succeed in post-secondary academic, professional, and personal fields of choice.

Introduction to EL

EL, or ELL, are acronyms that refer to a specific group of students and/or the instructional services schools provide to them. EL means *English Learner*. ELL means *English Language Learner*. The services schools provide to the EL, or ELL, group of students are called EL Services.

The intent is to identify students whose English language proficiency prevents them from being able to get the most out of their academic classes. In other words, EL students struggle with the English language, and that struggle is a barrier to their success in their classes. Once EL students are identified, the school will provide academic supports that are intended to help them improve English language proficiency, so they can get more out of their daily classes.

How EL Students are Identified

There are two ways for EL students to be identified. The first consists of the student already being identified as EL and continuing through the program into the next school year. This might look like a student transferring into KUSD from another district where he/she was EL. This might, also, look like a student who was identified EL several years ago, transferred out of state or to a BIE school, and now has a gap in service. Because this student did not exit the EL program with a proficient AZELLA score, he/she is still an EL student. Students will not exit the EL program until they achieve a score of "Proficient" on the AZELLA (Arizona English Language Learner Assessment) state test.

The second way a student can be identified EL is with a Home Language Survey form. When new students enroll in KUSD, part of their enrollment package is the Home Language Survey form. This is also called the PHLOTE form, *Primary Home Language Other Than English*. This survey asks three specific questions about the language(s) spoken by the student and in the student's home.

*What language do people speak in the home most of the time? What language does the student speak most of the time?
What language did the student first speak or understand?*

When a PHLOTE form has an answer to one of the three questions that is a language other than English, the Arizona Department of Education (ADE) requires schools to AZELLA **Placement** Test the student within the first 30 school days, if the form was submitted at the start of school year. Or, within 10 school days if the PHLOTE form was submitted after the school year started, *ARS 15-756 (B)*. If the AZELLA Placement test results show the student is less than proficient, the student is automatically identified EL and will receive language supports from the school. If the test shows the student is proficient, the student is not identified EL, is not entered into the EL program, and is not eligible for language supports and services.

Two AZELLA Tests, Placement & Reassessment

There are two Arizona English Language Learner Assessments (AZELLA) tests. The first is the AZELLA Placement test. The second is the AZELLA Reassessment test. The Placement test is usually administered in the fall but can be administered anytime a new student enrolls in the district, if applicable. The AZELLA Placement test will identify the student's English language proficiency. If the Placement test score indicates the student is proficient in English, the student is not entered into the EL program. However, if the Placement test results show the student is not English proficient, ADE will use that score to enter, or "place", the student into the EL program. Once identified EL, the student will receive academic supports related to English language development and will take another AZELLA test, the Reassessment test, during the spring semester.

The AZELLA Reassessment test will give the student the opportunity to demonstrate English language proficiency after receiving the instruction and supports associated with the Placement test's EL identification. When the student scores "proficient" on the AZELLA Reassessment Test, the student exits the EL program, because the demonstrated need for academic language services is no longer evident. The student was "reassessed" and showed English language proficiency; therefore, the student's status changes from EL to 'Reclassified Fluent English Proficient (FREP)'. This is what is meant by "AZELLA into the EL program and AZELLA out of the program." The only way into the EL program is with an AZELLA score that shows a language need and the only way to exit the program is with

another AZELLA score that shows the language need no longer exists.

Parent Notification and Consent

After a student tests into the EL program, a Notification/Consent form is completed and given to the parent, or guardian, for signature. By signing, parents and guardians show they understand the EL identification based on the AZELLA test results and give the school consent to provide the services intended to improve the student's language proficiency.

By signing the Parent Notification and Consent form, parents/guardians are giving the school permission, or "consent", to address their student's documented language needs. If parents/guardians do not consent to the schools providing the EL identified students with language instruction, they can opt out of receiving the language services.

Parent Withdrawal

If parents/guardians would like to opt out of EL instruction and services, they will need to meet with the school's principal and the district EL Coordinator to sign a Withdrawal from services form. Before parents/guardians can withdraw from the EL instruction, they must first sign the Parent Notification and Consent form. Signing the Notification form means the district "notified" the parents/guardians the AZELLA Placement scores entered the student into the EL program and show the student has a need for additional English language instruction. *It is important to note that the withdraw only opts the student out of the instruction. The student will still be identified EL and will continue to take the AZELLA Reassessment test every spring semester, even if withdrawn from services.*

The Withdrawal form meeting will need to be scheduled in advance. Withdrawing from the EL classes and instruction removes the student from the language services the school is required by statute to provide. Withdrawing from services makes testing proficient more difficult, because the student tests without having had access to the instruction designed to help the student exit the program. Students are not exited from the EL program until they AZELLA test proficient. Withdrawal forms only withdraw students from the services needed to score well on the AZELLA Reassessment Test. They do not remove, or "withdraw" students from the EL Program.

ADE requires all EL students to take the AZELLA Reassessment test each spring semester, whether they are withdrawn from the language services, or not.

Students who receive the services go into the Reassessment Test with advantages students who withdraw from the services do not have.

EL Services

The Arizona State Board of Education identified four research based Structured English Immersion (SEI) models school districts can choose from to meet their EL students' instructional needs. KUSD chose the Pull-Out model.

Using the Pull-Out model to provide language services and instruction means:

English language instruction is provided to EL students in two ways. The first component comes during a Targeted SEI class. These are small classes with only EL students. These classes should have students from the same grade level, and to the extent possible, students in these classes should be grouped by proficiency level. English language will be the primary focus. Teachers will choose from 10 different English Language Proficiency Standards (ELPS) to help EL students improve writing, reading, speaking, and listening skills. This class will benefit EL students in their core classes, because the Targeted teacher will collaborate with math, science, social studies and English teachers. The Targeted teacher will use the same resources and materials in the language class that the core teachers use to teach their subjects. Exposure to the same resources and materials in two different classes will allow the students to reach deeper levels of understanding the content and that will lead to better grades in core classes.

The second component to the Pull-Out model of instruction is Integrated teaching. This instruction will occur in regular English and/or core classes, like science, social studies, or math. EL students will receive Integrated Instruction with Non-EL students. Emphasis is on *integrated* instruction. Here, also, teachers will use what they are already teaching in their class to improve a student's specific language need.

The Pull-Out model looks like EL students receiving integrated instruction while in their regularly scheduled math,

science, social studies or English class. And, taking a Targeted class for English Language Development. This Targeted class should be taken instead of an intervention class—but should be helpful because the teacher will rely heavily on math and reading to teach English language and improve the student's reading, writing, listening and speaking.

Put differently, Targeted Instruction will use the ELPS to teach English language to small groups of EL students using the same materials core teachers use in their classes. Integrated Instruction relies on content standards, in core classes, to drive instruction for all students in the class. However, it will also develop language at the same time but with a slightly lesser focus because in the core class the priority will be on the core subject taught.

For EL related questions, or to schedule a Parent Withdrawal from Services appointment, please call the EL Program Coordinator, Gaetano Corrado, at 928-697-2010. Or, send email to Gaetano.Corrado@kayenta.k12.az.us

MVHS STUDENT GUIDE TO THE KUSD WELLNESS POLICY

PURPOSE AND GOALS (Adopted July 2006)

The Kayenta Unified School District recognizes that good nutrition and physical activity are essential for students to maximize their full academic potential, reach their physical and mental potential, and achieve lifelong health and well-being. A responsible approach to nutrition and physical activity promotes healthy weight maintenance and reduces the risk of many chronic diseases, including asthma, hypertension, and obesity, heart disease, and Type 2 diabetes.

GOOD NUTRITION

- Students will be encouraged to start each day with a healthy breakfast.
- All school meals will feature a variety of age-appropriate, healthy choices that are tasty, attractive and of high quality.
- School meals will be prepared in a way that maximizes nutrient density and reduces fat and sodium.
- Students will be provided with opportunities during the school year to evaluate the quality of school meals and to provide feedback to the food services director and the superintendent.
- The District will ensure that student input regarding the quality of school meals will be used in improving food services for students.
- Daily menus and nutrition information on meals and snacks served at MVHS will be readily available to students, parents, and community members, and posted in the high school cafeteria.
- Nutritious and appealing foods such as fruits, vegetables, low and non-fat dairy products and whole grain products will be available wherever food is sold or offered on the school campus during the school day.
- All snack foods sold at school will meet the criteria outlined below:

SNACKS

- No more than 200 total calories per package
- No more than 35% calories from fat
- No more than 10% calories from saturated fat
- No more than 480 mg sodium
- No more than 35% sugar by weight
- Excludes fruits, vegetables, nuts, seeds, and nut butters

BEVERAGES

- 100% fruit and vegetable juice, limited to 12 oz. portion size
- Fat-free and 1% milk, 8-16 oz. portion size
- Water and flavored water without added sugar, unlimited portion size
- Caffeine free except flavored milk
- Carbonated water and carbonated 100% fruit juice with USDA approval

EATING AS A POSITIVE EXPERIENCE

- Adequate serving space will be provided and efficient methods of service will be used to ensure student have access to school meals with a minimum amount of waiting time.
- Adequate seating will be available to accommodate all students served during each meal period.
- Adequate supervision will be provided in the dining area.
- Students will eat meals in designated dining areas only.
- The dining area will be clean, orderly and inviting.

PHYSICAL ACTIVITY

- All students will earn one credit of PE in order to graduate

- PE electives are offered for students who have earned their required PE credit

- All students and staff are encouraged to be physically active during the school day.

LIFELONG HEALTH AND WELLBEING

All students will earn one credit of health in order to graduate

MVHS teachers and students will be encouraged to participate in the “Walk Across the Navajo Nation” (WANN) by taking regular fitness breaks and tallying the number of miles walked throughout the school year

JI ©
**STUDENTS RIGHTS AND
RESPONSIBILITIES**

This policy sets forth guidelines by which student rights are to be determined consistent with law.

The Board has the authority and responsibility to establish reasonable rules and regulations for the conduct and deportment of students of the District. At the same time, no student shall be deprived of equal treatment and equal access to the educational program, due process, and free expression and association in accordance with these guidelines.

Attendant upon the rights established for each student are certain responsibilities, which include respect for the rights of others, obedience to properly constituted school authority, and compliance with the rules and regulations of this District.

Students who have reached the age of eighteen (18) years possess the full rights of adults and may authorize school matters previously handled by their parents.

The Superintendent shall develop and promulgate administrative procedures consistent with law and Board policy to ensure that student rights under varying conditions are properly described.

Such procedures shall be reviewed annually and updated when

required. Adopted: date of Manual adoption

LEGAL REF.:

A.R.

S.

15-

341

15-841

15-842

15-843

15-844

CROSS REF.:

JICEC – Freedom of

Expression JKD – Student

Suspension

JKE – Expulsion of

Students JLI – Student

Safety

REGULATION

**STUDENT RIGHTS AND
RESPONSIBILITIES**

All students are entitled to enjoy the basic rights of citizenship that are recognized and protected by laws of this country and state for persons of their age and maturity. Each student is obligated to respect the rights of classmates, teachers, and other school personnel. District schools shall foster a climate of mutual respect for the rights of others. Such environment will enhance both the educational purpose for which the District exists and the educational program designed to achieve that purpose.

All District personnel shall recognize and respect the rights of students, just as all students shall exercise their rights responsibly, with due regard for the equal rights of others and in compliance with the rules and regulations established for the orderly conduct of the educational mission of the District. Students who violate the rights of others or who violate rules and regulations of the District or of their school are subject to appropriate disciplinary measures designed to correct their own misconduct and to promote adherence by them and by other students to the responsibilities of citizens in the school community.

The following basic guidelines of rights and responsibilities shall not be construed to be all-inclusive, nor shall it in any way diminish the legal authority of school officials and the Governing Board to deal with disruptive students.

Rights:

- Students have the right to a meaningful education that will be of value to them for the rest of their lives.
- Students have the right to a meaningful curriculum and the right to voice their opinions, through representatives of the student government, in the development of such a curriculum.
- Students have the right to physical safety, safe buildings, and sanitary facilities.
- Students have the right to consultation with teachers, counselors, administrators, and anyone else connected with the school if they so desire, without fear of reprisal.
- Students have the right to free elections of their peers in student government, and all students have the right to seek and hold office in accordance with the provision of the student government constitution and in keeping with the extracurricular guidelines of the District.
- Students have the right to be made aware of administrative and/or faculty committee decisions and to be aware of the policies set forth by the Governing Board and school.
- Legal guardians or authorized representatives have the right to see the personal files, cumulative folders, or transcripts of their children who are under the age of eighteen (18) years. School authorities may determine the time and manner of

presentation of this information.

- Students' academic performance shall be the prime criterion for academic grades; however, noncompliance with school rules and regulations may affect grades (e.g., unexcused absences).
- Students shall not be subjected to unreasonable or excessive punishment.
- Students have the right to be involved in school activities, provided they meet the reasonable qualifications of sponsoring organizations, state organizations, and school regulations.

- Students have the right to express their viewpoints in accordance with District Policy JICEC - Freedom of Expression.
- Married students share these rights and responsibilities, including the opportunity to participate in the full range of activities offered by the school, and shall be subject to the rules and regulations of the school.

Responsibilities:

- Students have the responsibility to respect the rights of all persons involved in the educational process and to exercise the highest degree of self-discipline in observing and adhering to school rules and regulations.
- Students have the responsibility to take maximum advantage of the educational opportunities available and seek to achieve a meaningful education.
- All members of the school community, including students, parents, and school staff members, have the responsibility to promote regular attendance at school.
- Students have the responsibility to protect school property, equipment, books, and other materials issued to or used by them in the instructional process. Students will be held financially responsible for any loss or intentional damage caused to school property.
- Students have the responsibility to complete all course assignments to the best of their ability and to complete make up work after an absence.
- Students have the responsibility to help maintain the cleanliness and safety of the school buildings and property.
- Students have the responsibility to present themselves in class at the prescribed time and with the necessary materials.

EXHIBIT

HAZING

(File with a school administrator, the administrator's Supervisor, or a professional staff member)

Additional pages may be attached if more space is needed.

Please print:

Name _____ Date _____

Address _____

Telephone _____ During the hours of _____

Another phone where you can be reached _____

E-mail address

Report/Complaint:

Specify your complaint by stating the problem as you see it. Describe the incident, the participants, and the background to the incident. Be sure to note relevant dates, times, and places.

[illegible]

If there is anyone who could provide more information regarding this, please list name(s), address (es), and telephone number(s).

Name

Address

Telephone Number

The projected solution

Indicate what you think can and should be done to solve the problem. Be as specific as possible.

I certify that this information is correct to the best of my knowledge.

Student

Date

Administrator or professional staff member complaint

Date initial complaint received receiving initial

The investigating administrator shall give one (1) copy to the complainant and retain one (1) copy for

the file.

EXHIBIT

HAZING

**(To be displayed in school buildings and
placed in student handbooks)**

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 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 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.

Directions

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.

Reporting/Complaint Procedure

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 timely inform the school 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 school 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.

A person who complains or reports regarding hazing may complain or report directly to the school administrator or to a professional staff member. The professional staff member receiving the report/complaint shall retrieve sufficient detail from the person to complete the form designated for such purpose. At a minimum the report/complaint shall be put in writing containing the identifying information on the complainant and such specificity of names, places and times as to permit an investigation to be carried out. When a professional staff member receives the information, the staff member will transmit a report to the school administrator or supervising administrator not later than the next school day following the day the staff member receives the report/complaint.

The report/complaint will be investigated by the school administrator or a supervising administrator. The procedures to be followed are:

- An investigation of the reported incident or activity shall be made within ten (10) school days when school is in session or within fifteen (15) days during which the school offices are open for business when school is not in session. Extension of the time line may only be by necessity as determined by the Superintendent.
- The investigator shall meet with the person who reported the incident at or before the end of the time period and shall discuss the conclusions and actions to be taken as a result of the investigation. Confidentiality of records and student information shall be observed in the process of making such a report.
- The investigator shall prepare a written report of the findings and a copy of the report shall be provided to the Superintendent.

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

COMPLAINT FORM

If there is anyone who could provide more information regarding this complaint, please list name(s), address(es), and telephone number(s).

Name

Address

Telephone Number

The projected solution:

Indicate what you think can and should be done to solve the problem. Be as specific as possible.

[illegible]

I certify this information is correct to the best of my knowledge.

Signature of Complainant _____

Date _____

Document received by _____

Date _____

Investigating official _____

Date _____

EXHIBIT

**STUDENT VIOLENCE / HARASSMENT /
INTIMIDATION / BULLYING**

**(To be displayed in school buildings
and in student handbooks)**

The Governing Board of the Kayenta School District believes 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 student personal 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.

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

- 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 cyberbullying,
- exposure to social exclusion or ostracism,
- physical contact including but not limited to pushing, hitting, kicking, shoving, or spitting, and
- damage to or theft of personal property.

Cyberbullying: Cyberbullying is, but not limited to, any act of bullying committed by use of

electronic technology or electronic communication devices, including telephonic devices, social networking and other internet communications, on school computers, networks, forums and mailing lists, 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, photographs and graphics. Harassment may be related, but not limited to, race, religious orientation, sexual orientation, cultural background, economic status, size or personal appearance. Harassing behaviors can be direct or indirect and by 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 of harm of person or property. Intimidation can be manifested emotionally or physically, either directly or indirectly, and by 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 the school and the school day when such acts result in a substantial physical, mental, or emotional negative effect on the victim, 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 local law enforcement.

Students who believe they are experiencing being bullied or suspect 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 the 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 Policy JICK or this exhibit 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.

EXHIBIT

**STUDENT CONCERNS, COMPLAINTS,
AND GRIEVANCES**

COMPLAINT FORM

(To be filed with a school administrator or the administrator's immediate supervisor, or a school staff member who will forward this form to the school administrator or the administrator's immediate supervisor)
Additional pages may be attached if more space is needed.

Please print:

Name _____ Date _____

Address _____

Telephone _____ Another phone where you can be reached _____

During the hours of _____

E-mail address _____

I wish to complain against:

Name of person, school (department), program, or activity _____

Address _____

Specify your complaint by stating the problem as you see it. Describe the incident, the participants, the background to the incident, and any attempts you have made to solve the problem. *Be sure to note all relevant dates, times, and places.*

If there is anyone who could provide more information regarding this, please list name(s), address(es), and telephone number(s).

Name	Address	Telephone Number

The projected solution

Indicate what you think can and should be done to solve the problem. Be as specific as possible.

I certify that this information is correct to the best of my knowledge.

_____ Signature of Complainant	_____ Date Signed
_____ Administrator or professional staff member	_____ Date initial complaint received receiving initial complaint

The investigator shall give one (1) copy to the complainant and retain one (1) copy for the file.

EXHIBIT

**STUDENT CONCERNS, COMPLAINTS,
AND GRIEVANCES**

**(To be displayed in school buildings
and in student handbooks)**

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 a school 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 or grievance falls within this policy shall be determined by the Superintendent.

A student or 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 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 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.

**Monument Valley High
School Parent-School
Acknowledgement
2025-2026
(RETURN TO MONUMENT VALLEY HIGH SCHOOL)**

As an MVHS Staff member, I acknowledge to:

- Share the responsibility for learning and the academic success of all students at KUSD.
- Respect and support the language and culture of all students.
- Provide a safe and supportive learning environment that is intellectually engaging for all students.
- Incorporate instructional strategies deemed as “best practices” and is aligned to the Arizona Learning Standards.
- Promote literacy and numeracy for all students.
- Support the Mission of Monument Valley High School.

As a student at MVHS, I Acknowledge to:

- Take full advantage of my public school education.
- Come to school on time daily, not to be tardy and be prepared for learning, and work hard.
- Attend every class for which I am scheduled and give my best effort.
- Respect myself and those around me.
- Follow school rules and procedures that have been established to ensure the well-being and safety of all members of the school community.

As a student at MVHS, I have read and acknowledge the above expectations.

_____	_____	_____
Date	(Print) Student Name	Student Signature

As a Parent, I Acknowledge to:

- Support the Mission of MVHS
- Make sure that my child attends school daily
- Check on my child’s progress on a regular basis
- Encourage my child to read and do homework daily
- Read and discuss the Handbook with my child.

As a parent, I have read and acknowledged the above expectations.

_____	_____	_____
Date	(Print) Parent Name	Parent Signature