

Combs High School



**Parent/Student
Manual 2017-2018
Spanish**

Combs bachillerato

casadel coyotes

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Ausencias / Tardies7002

Bookstore7301

Cafeteria3544

Office7130Health

BibliotecaMedia Center7204

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bienvenido a nuestra comunidad de estudiantes y líderes. Nosotros en Combs valor Secundaria algunas creencias básicas que se centran en el rendimiento de los estudiantes y el crecimiento personal. Durante el próximo año escolar, que crecerá como estudiante y como persona; mientras que cada vez preparado para una^{de} trayectoria educativa y profesionalisigloque pondrá a prueba usted, valor que y lo más importante a prepararse para el futuro que seleccione.

Combs High School tiene excelentes programas educativos impartidos por un dedicado, con talento y una facultad de cuidado. Nuestro personal está comprometido a proporcionar a cada estudiante con una trayectoria educativa que se centra en las necesidades de aprendizaje esenciales que son personales y adaptado a cada estudiante. Juntos, nuestra comunidad apoyará las herramientas académicas que todos necesitamos a través de una variedad de oportunidades educativas. Tendrá la oportunidad de tomar clases que introducirán y reto en muchos sentidos.

- CHS ofrece una amplia gama de clases académicas, incluyendo: cursos de Honores y Colocación Avanzada, los idiomas del mundo, y una variedad de materias optativas de preparación universitaria. Opciones de inscripción concurrentes en el Central Arizona College, junto con una selección de cursos de educación vocacional y técnica disponibles para nuestros estudiantes. Por favor, ver a un consejero de inmediato para que pueda aprender más acerca de las ofertas en CHS y nuestros socios de la escuela.
- CHS tiene un fuerte departamento creativo y escénicas que ofrece oportunidades de desempeño a través de: teatro, danza, vocal y la música instrumental. Medios digitales y clases de producción de televisión también ofrecen a los estudiantes la oportunidad de contribuir con laescrita, palabra fotografías y diseño gráfico.

La escuela secundaria es un momento especial en su vida y le ofrece un tiempo de desafío académico y personal, junto con un tiempo de tomar decisiones importantes sobre su presente y sus planes futuros. Te invitamos a involucrarse con su comunidad escolar y para disfrutar de la emoción de aprender. Combs High School tiene un amplio conjunto de programas deportivos, clubes y otras actividades interesantes que todos los estudiantes deben participar.

- extracurricularesActividades abarcan una amplia gama de chicos y chicas equipos deportivos, así como una amplia gama de estudiante administrado clubs. Hay un fuerte programa de liderazgo estudiantil responsable de la organización de actividades de los estudiantes y proporcionar retroalimentación a los maestros y administradores.

Este manual ha sido desarrollado para ayudarle en la planificación para una experiencia exitosa de la escuela secundaria. Esta guía contiene información importante que usted necesita para tener éxito aquí en CHS. Por favor, use este manual todos los días a medida que trabaja dentro de sus clases y cuando usted participa en nuestras actividades escolares.

Por último, la escuela secundaria puede ser difícil y cuando los tiempos de estrés y presión tienen que sentirse abrumado, nuestros asesores están capacitados para escuchar a usted con un oído empático, proporcionar apoyo y referir a los estudiantes y sus familias a los recursos apropiados cuando sea necesario. La mayoría de las personas se encuentran en esta situación en un momento u otro, así que no dude en preguntar cualquier miembro del personal de CHS para ayudarle a cumplir su consejero.

Bienvenido de nuevo, bienvenido a casa, bienvenido al éxito.

"Soy un gran creyente en la suerte, y me parece que cuanto más duro trabajo, más suerte tengo."

Thomas Jefferson

Brooke J. Davis,
director

JO Combs Unified School District # 44 MISIÓN

Somos una comunidad de estudiantes que colaboran para asegurar el crecimiento académico y social máximo para todos los estudiantes. Utilizamos investigación, prácticas y estrategias dictadas por empleados altamente competentes que están comprometidos con la excelencia en un ambiente de respeto mutuo y la confianza basada.

Combs SECUNDARIA MISIÓN

Combs existe para construir una comunidad próspera a través de la educación ejemplar y social a través de la interacción significativa.

Combs SECUNDARIA LEMA

Juntos podemos
juntos vamos a

Combs SECUNDARIA VISIÓN

Combs, en asociación con la comunidad, es una cultura donde los estudiantes a maximizar su potencial y son:

- la aceptación de todos los
- estudiantes de por vida
- comprometidos con el servicio a los demás
- social y digitalmente ciudadanos responsables

Combs META SECUNDARIA

los estudiantes mejorarán su rendimiento en lectura, escritura, y matemáticas con el apoyo de todas las materias.

Combs SECUNDARIA VALORES

Integridad: “Demostramos coraje, la honestidad y la lealtad a apoyar a la familia, los amigos y

la escuela.”

Responsabilidad: “Reconocemos, aceptar y cumplir con nuestras obligaciones en un entorno dedicado a la formación continua, la responsabilidad y la perseverancia.”

Ciudadanía: “trabajamos por el bien común como voluntario, la protección y la participación en nuestra comunidad, respetando la autoridad y la ley

“equidad”
favoritismo/Respeto:“reconocemos la dignidad y el valor de cada individuo con la aceptación de diversas culturas, talentos y habilidades que cada individuo aporta a nuestra comunidad

“Cuidado:” demostramos preocupación por los demás, mostrar empatía y compasión por todos los promover.

PEINA SECUNDARIA CODIGO DE HONOR

individuos existeEl Código de Honor Combs High School para el honor, el respeto, la integridad y la responsabilidad. Los estudiantes de la escuela de alta Combs están comprometidos a comportarse con honor, respetar los compañeros, la autoridad y la propiedad, demostrar la integridad y la auto responsabilidad y permita que otros lo hagan.

CAMPUSHoras

Horas de oficina: 6:30 - 03:45

Campus abre: 7:00

Horas de clase: 7:15 - 2:15 *

* Los estudiantes de cada lunes salen a las 1:30

* Cada miércoles los estudiantes salen a las 02:25

temprana despidoDías

18 de diciembre (exámenes finales)

décima novena de diciembre (exámenes finales)

21 de mayo (exámenes finales)

22 de mayo (exámenes finales)

Salida temprano

Combs Secundaria será con un programa semanal de salida temprana durante el año escolar 2017-2018. La escuela estará en un comunicado de la semana con el fin de proporcionar el tiempo de desarrollo profesional para los maestros. Los días de salida temprana tendrán lugar los lunes y liberar tiempo será a las 1:30 pm.

CÓDIGO DE CONDUCTA

Por favor refiérase a las normas del Consejo de Administración en www.jocombs.org póngase en contacto con su escuela para más información:

- Conducta del Estudiante - JIC
- Código de Vestimenta - JICA, JICA-R
- de Drogas y alcohol por estudiantes - JICH, JICH-R
- Sociedades secretas / Actividad de pandillas - JICF, JICF-R
- tabaco uso de los estudiantes - JICG
- Armas en la escuela - JICI

Estudiante Violencia / Acoso / intimidación / Bullying - JICK, JICK- EB

una búsqueda de un estudiante puede ocurrir cuando el administrador tiene motivos razonables para creer que el estudiante posee una sustancia u objeto peligroso, prohibido o ilegal y / o presenta una amenaza para otros estudiantes, personal escolar, o la propiedad. La búsqueda se limita a la ropa exterior, bolsos, mochilas, teléfonos celulares y la información contenida en los mismos, etc. Cualquier otro registro corporal es inapropiada en el entorno escolar.

Un Código de Conducta del Estudiante se utiliza en nuestras escuelas secundarias y como guía para la disciplina del estudiante. Fue desarrollado para ayudar a su hijo reciba una instrucción de calidad en un ambiente educativo ordenado. Además de un comportamiento apropiado en la escuela, los estudiantes deben mostrar un comportamiento adecuado en su camino a la escuela, en su camino a casa, en el autobús, y al participar en las actividades escolares. Los estudiantes que no cumplan con el comportamiento adecuado tanto están sujetos a normas de disciplina del distrito y. La escuela necesita su cooperación en este esfuerzo. Por lo tanto, por favor

- (1) revisar y discutir el Código de Conducta del Estudiante con su hijo y
- (2) firmar la hoja de firma.

Nota: Si no devuelve este reconocimiento y la promesa de no aliviará un estudiante o el padre / tutor de ser responsables de conocer o cumplir con el Código de las reglas de conducta.

CORREO ELECTRÓNICO

Miembro personal pueden ser contactados a través de correo electrónico. En general, todo el personal tenga la misma dirección final. Simplemente inserte primera inicial del apellido y la totalidad del miembro del personal antes de@jocombs.org

los exámenes finales

fechas de exámenes finales se publicarán en el calendario escolar. Prestar mucha atención a estas fechas ya que los estudiantes no se les permite tomar sus exámenes finales antes de tiempo. Seguridad de la prueba es muy importante y cada departamento da un examen final departamental. Dando un examen temprano pone en peligro la integridad de la prueba. Los estudiantes pueden hacer arreglos para tomar sus exámenes en el verano. Los estudiantes tienen 10 días para completar sus exámenes perdidos después del último día de clases. La ausencia del estudiante debe ser excusado **antes o en la fecha de la ausencia** para el estudiante que se le permita compensar el examen.

Primer semestre componen los exámenes se llevarán a cabo el jueves y el viernes antes de la reanudación de la escuela en enero. Los estudiantes deben hacer el arreglo para compensar los exámenes durante este tiempo. No se permitirá a los estudiantes a tomar exámenes temprano. Por favor, póngase en contacto con la administración si se enfrentan a circunstancias atenuantes.

Segundo semestre componen los exámenes se llevarán a cabo durante el verano. Los estudiantes tendrán que contactar con la recepción antes de las 3:00 pm Junio 8 al programar un día y hora para la prueba de maquillaje. Si un estudiante no puede ponerse en contacto con la oficina de las 3:00 pm el 8 de junio, el estudiante pierde su derecho a tomar un examen de maquillaje.

Exámenes finales de alto nivel

el 17 de mayo y mayo 18vo

TARJETAS DE IDENTIFICACIÓN

Debido a la creciente preocupación con respecto a los estudiantes y el personal de seguridad, todos los miembros del personal y los estudiantes reciben tarjetas de identificación que deben llevar en todo momento durante el día escolar. Fotos de identificación se toman para los estudiantes que entran Combs escuela secundaria por primera vez, sin costo alguno. Los estudiantes deben tener una identificación actual para salir de la escuela debido a una liberación anticipada o fuera del campus pase, echa un vistazo a los materiales de biblioteca, al recoger un anuario, y para realizar negocios librería. **Además, un CHS ID debe ser mostrado para ganar la entrada a todas las actividades extracurriculares.** ID son la propiedad de los Combs High School. Si desfigurado, los estudiantes tienen que pagar por el costo de una identificación de reemplazo. Tarjetas de identificación de reemplazo son \$ 5.00 y pueden adquirirse en la librería durante el año escolar.

INFORMACIÓN ACADÉMICA

INTEGRIDAD ACADÉMICA

La honestidad es un valor base para el éxito en la carrera y la vida. Cada estudiante tiene la obligación de pensar y actuar con honestidad e integridad, y respetar los deseos de los maestros y otras personas en la realización de todas las tareas académicas. Combs High School ha establecido un código de honor que todos los estudiantes firmarán y se espera que conocer y seguir. La integridad académica abarca cualquier proyecto académico, papel, rendimiento, prueba, examen o cualquier otro trabajo asignado por un maestro de grado o de crédito (incluyendo el crédito opcional). Hacer **trampa**, la fabricación y el plagio (**ver las definiciones a continuación**) son todas las formas de la falta de honradez académica que no serán tolerados.

Hacer trampa: Usar o intentar utilizar materiales no autorizados o la tecnología, trabajo en grupo no autorizado, información o ayudas al estudio en cualquier ejercicio académico o asignación.

Fabricación: Implica la falsificación o la invención de ninguna información o cita en un ejercicio académico o asignación.

El plagio: Se refiere a la utilización de otra de las palabras, ideas, materiales o trabajo sin reconocer y documentar la fuente. Los estudiantes son responsables de conocer las normas que rigen el uso de otra de trabajo, y para reconocer y documentar la fuente apropiada. Violaciones en la realización de los trabajos de clase, incluyendo el uso inadecuado de internet, teléfonos celulares, PDA, calculadoras, o cualquier otra tecnología, darán lugar a consecuencias disciplinarias.

Consecuencias: Los primeros resultados de delito en un cero en la prueba / trabajo y hasta 5 días de ISS; reincidencia, en esa clase o cualquier otra clase en los cuatro años, da lugar a la retirada de la clase con una "F".

EXENCIÓN DE TRABAJO curso

de crédito de escuela puede ser otorgada a alumnos que demuestren los conocimientos, habilidades, y otros elementos de aprendizaje, por un rendimiento satisfactorio en los exámenes aprobados por el Distrito. Las calificaciones no se dan; aprobado o no aprobado será publicado en la transcripción. Se otorga crédito, y será excluido del promedio de calificaciones (GPA) y el rango de la clase. Los estudiantes pueden solicitar la exención de un curso únicamente antes de inscribirse en el curso. Un estudiante puede tomar un examen para un solo curso de una sola vez. Los exámenes se dan entre los meses de 1 de octubre al 31 de marzo, póngase en contacto de su estudiante con el consejero para más información.

ASISTENCIA DE RECURSO

- Un estudiante puede tener 9 ausencias, justificadas o injustificadas por clase por semestre. El día 10 la ausencia de cualquier clase, el estudiante recibirá una inasistencia F para la calificación del semestre en esa clase.

- Un estudiante que tiene entre 10 y 15 ausencias en un semestre todavía se puede conceder crédito si pasan la clase y ganan un 80% o más en su examen final. Si un estudiante no anota un 80% o más en el examen final, el estudiante y sus padres pueden apelar de crédito a través del Comité de asistencia.
- Un estudiante que pierde 16 o más clases se tienen que anotar un 80% o más en el examen final y apelar al Comité de Asistencia para el crédito a ser reintegrado si hay circunstancias atenuantes. Los siguientes son ejemplos de circunstancias atenuantes: hospitalización, razones de salud, problemas familiares, problemas de salud crónicos, visitas a la universidad, fugitivos, de rehabilitación de drogas, los padres mantienen hijo fuera, y los problemas de los padres. Póngase en contacto con uno de los directores asistentes con preguntas acerca de las circunstancias atenuantes. Otras circunstancias atenuantes pueden ser determinadas por el Director.

- Hay un límite de tiempo de 4 semanas después del final del semestre en el que se puede hacer una solicitud de apelación no asistencia.
- Los estudiantes serán disciplinados como resultado de ausencias injustificadas. Las consecuencias incluir cualquiera de los siguientes, dependiendo de la gravedad del incumplimiento del estudiante: suspensión, suspensión en la escuela fuera de la escuela y la retirada de la clase. Los estudiantes deben estar inscritos en cuatro clases con créditos. Cualquier estudiante se redujo de cursos debido a la asistencia será retirado de la escuela si su horario cae por debajo de cuatro clases con créditos. Los estudiantes menores de 16 años de edad pueden ser citados por el absentismo escolar.

Fichas estudiantiles

1. Los padres o tutores tienen el derecho legal de examinar los registros de su hijo (s). Si los padres o tutores desean, pueden estar acompañados por una persona de su elección en el momento del se revisan los registros estudiantile. Los padres o tutores tienen el derecho de cuestionar, por escrito, la exactitud de cualquier elemento en el expediente del estudiante; esta respuesta por escrito deberá estar unida al artículo disputado.
2. JOCUSD proporcionará una audiencia para cuestionar la información en los registros educativos para garantizar que dicha información no es incorrecta, engañosa o en violación de la privacidad u otros derechos del estudiante.
3. A todas las audiencias se llevarán a cabo de acuerdo con la política de JOCUSD, que está de acuerdo con los Derechos Educativos de la Familia y Ley de Privacidad de 1974 y los reglamentos de aplicación.

TÍTULO IX

Distrito Escolar El JO Combs tomar todas las medidas necesarias para asegurar que, "El derecho de un estudiante a participar plenamente en la enseñanza en clase, no se podrá coartar o se deteriora debido a la edad, sexo, raza, color, religión, origen nacional, la desventaja, el embarazo, la paternidad, el matrimonio, o cualquier otra razón no relacionada con las capacidades individuales del estudiante graduación.;

“graduación

por la política del distrito, los estudiantes **deben** completar todos los veintidós (22) los requisitos de graduación para participar en la ceremonia de **sin** excepciones. Los requisitos de graduación son los siguientes:

Materia Créditos Año (recomendado)

Inglés	4	9,	10,11,12	
Matemáticas	4	9,	10,	11,12
Ciencias	3	9,	10 o 11	
Estudios Sociales	3	9,	11,	12
Bellas Artes / CTE	1	9,	10 , 11 o 12	
Electivas	7	9,	10, 11 o 12	

No más de un crédito obtenido como auxiliar administrativo / biblioteca serán contados entre los veintidós requerido para la graduación. Todo el curso de correspondencia/ línea de crédito y el crédito recibido de otros programas fuera del campus aprobados deben ser verificados por la transcripción por el 1^{de mayo} del año escolar en curso. **Las personas mayores que no tienen todos sus transcripciones de un curso por correspondencia o crédito en línea ganado en una institución que no sea Combs enviadas al secretario Registros por 1^{de mayo} del año escolar actual no serán elegibles para participar en la ceremonia de graduación.**

INFORMES

Combs Secundaria enviará boletines de calificaciones al final de cada semestre.
Grados están disponibles para su visualización a través de los grados de Júpiter en cualquier momento.

JUPITERGRADOS

JúpiterGrados es un portal basado en Internet que permite a los estudiantes y los padres revisar sus calificaciones y las tareas actuales en línea en cualquier momento. Todo se actualiza en vivo como los grados de entrada maestros. Grados Júpiter es totalmente compatible con FERPA y COPPA.

Los profesores pueden publicar anuncios de tareas, y cargar las hojas de trabajo, notas, hojas de permiso, etc. Los estudiantes y los padres pueden ver a un calendario de tareas para todas sus clases en una página, incluyendo cualquier asignación que faltan, y pueden descargar archivos publicados. Cada estudiante tiene su propio armario de archivos digitales, por lo que puede trabajar fácilmente en sus archivos desde cualquier ordenador en la escuela o el hogar.

Se puede acceder a los grados de Júpiter desde cualquier ordenador con acceso a Internet: Mac o Windows; Firefox, Internet Explorer, Safari o Chrome. Ningún software o plug-ins para instalar! La versión móvil para iPhone, iPad, Android y otros permite a los padres y estudiantes ver las calificaciones, tareas y orientación sobre la marcha.

Los informes de notas y mensajes de texto se envían directamente desde los grados de Júpiter a los estudiantes y / o padres. Los padres pueden establecer alertas automáticas para ser notificado cada vez que un estudiante está ausente, las asignaciones que faltan, o tiene bajas calificaciones.

Las siguientes son las fechas de notificación de grado para los estudiantes Combs Bachillerato: **Tarjeta de**

informe las fechas

¹ de diciembre de 20

² 23 de mayo

HORARIO procedimientos de cambio

Si la petición de un estudiante por un cambio de horario **cumple** uno de los criterios enumerados figuran en **importancia de la selección del curso** exacto, él / ella debe completar el formulario de cambio de horario se encuentra en la Oficina de Orientación dentro de los primeros 2 días de clases de cada semestre. Una vez completado el formulario, vuelva a la Oficina de Orientación para su aprobación. El formulario será revisado por el consejero y la administración. Cuando se ha cambiado la clase, el consejero le dará al estudiante un nuevo horario. Se espera que los estudiantes asistan a clases que estén incluidos en el programa original hasta que el nuevo horario se recibe del consejero.

ASISTENCIA información

política de ASISTENCIA

Para informar sobre ausencias por favor llame al **480-882-3540 opción 1 (disponible las 24 horas del día)**. El derecho y el privilegio de asistir a la escuela pública lleva consigo ciertas responsabilidades por parte de los padres y estudiantes. La asistencia a la escuela secundaria es en última instancia la responsabilidad del estudiante y su / su familia. Es importante que los padres y los estudiantes a reconocer la relación directa que existe entre el éxito académico, la asistencia regular a la escuela. Los estudiantes deben permanecer fuera de la escuela sólo cuando sea absolutamente necesario. Actividad en el aula tanto no puede ser replicado; la discusión en clase y la participación se ha perdido para siempre a los que están ausentes.

DEFINICIONES

- **Ausencia:** Un estudiante será marcado ausente por no estar en la asistencia a la escuela cuando sea requerido por la ley. Ausencia justificada - una ausencia es justificada si un padre o tutor notifica a la escuela. La razón de la ausencia se debe dar.
- **Ausencia relacionada con la escuela:** Si un estudiante falta a clase debido a una actividad de pre-aprobada relacionada con la escuela, que no contará como una ausencia.
- **Suspensión:** Los días de suspensión no cuentan como ausencias para la política de asistencia.
- **Tardy:** Un estudiante llega tarde cuando s / él no está en clase cuando suene la campana.
- **Ausencia injustificada:** Cualquier ausencia que no esté justificada por las 2:30 pm del mismo día por un padre o tutor. Los estudiantes serán responsables de la pérdida de información. Los maestros no están obligados a emitir crédito por el trabajo.

MAQUILLAJE de obra Es la responsabilidad del estudiante para obtener el trabajo de recuperación de sus / sus profesores.

- **Ausencia justificada:** Los estudiantes se permitirá que el número de días de ausencia para hacer las tareas. El trabajo que le fue asignado con anterioridad a la ausencia será debido a su regreso a clase. Si un

proyecto de clase y / o mayor asignación tiene una fecha de vencimiento específica y una rúbrica se le ha dado al estudiante, que la asignación se abonará en la fecha establecida, independientemente de la ausencia justificada. Si el estudiante está ausente en la fecha de vencimiento, la asignación se convertirá en el día que el estudiante regrese a la clase y será considerada tardía o la asignación puede ser entregado por un padre / tutor para ser considerado para el crédito completo en el asignado fecha de vencimiento.

- **Ausencia injustificada:** Los estudiantes serán responsables de la pérdida de información. Los maestros no están obligados a emitir crédito por el trabajo.

- Fuera de la Escuela de suspensión: Los estudiantes no están permitidos en el campus durante este tiempo. Al regresar de una suspensión, los estudiantes tienen la correspondiente cantidad de días para compensar todas las tareas perdidas.

CAMPO CERRADO

Combs High School es un plantel cerrado. Un plantel cerrado está diseñado para ayudar en la seguridad y la responsabilidad de los estudiantes. Combs practica los siguientes procedimientos de la escuela cerrados:

- Todos los estudiantes permanecerán en la escuela durante el horario escolar normal.
- Los padres o tutores legales son las únicas personas autorizadas para firmar sus hijos.
- Los padres deben firmar sus hijos a través de la oficina de asistencia.
- No se permitirá a los estudiantes a ir fuera de la escuela para el almuerzo.
- Cualquier estudiante que tiene permiso de sus padres a salir de la escuela debe de haber limpiado a través de la oficina de asistencia.
- Los estudiantes no pueden ser firmados por teléfono por un padre y serán enviados a casa con otro estudiante.
- Cualquier estudiante adulto que firma a sí mismos no podrá regresar a la escuela sin una nota del médico.

Notificación a los padres

- sistema de llamada automática llamará diariamente en todas las ausencias.
- Cartas generado por ordenador se envían por correo el día⁵⁻¹⁰ y ¹⁵de ausentismo escolar.
- El 10^{de} ausencia consecutiva, los estudiantes pueden ser retirados de la escuela. Los padres serán notificados por correo.

profesores responsabilidad

- Profesor será completar la asistencia diaria para cada clase.
- Los maestros harán contacto con los padres sobre problemas de asistencia.
- Los maestros se permitirá a los estudiantes con excusa el número de días de ausencia para recuperar el trabajo cuando regresan a menos que las medidas se hacen con el maestro.
- Los maestros responsables a los estudiantes por el trabajo perdido cuando regresan de ausencias injustificadas, pero no darles crédito por el trabajo.
- Maestro tendrá el trabajo de recuperación fácilmente disponibles para los estudiantes con ausencias justificadas. Después de la solicitud de estudiantes / padres, los maestros dar trabajo dentro de las 48 horas para los padres recoger.
- Ausencia relacionada con la escuela - maestro ayudará a los estudiantes en la organización de un tiempo para tomar la prueba / entregar las tareas previas a la ausencia.

RESPONSABILIDAD DEL ESTUDIANTE

- Los estudiantes son responsables de sus ausencias / tardanzas y deben mantener un registro de sus propias ausencias / tardanzas para que sepan los totales en todo momento.
- Por cada día de ausencia (sólo excusado), los estudiantes tienen un día para hacer el trabajo.
- Escuela ausencia relacionada - los estudiantes deben tomar el examen / entregar las tareas previas a la ausencia.
- Es responsabilidad del estudiante para obtener el trabajo de recuperación de sus / sus profesores.
- Al regresar de una suspensión, los estudiantes tienen la correspondiente cantidad de días para compensar todas las tareas perdidas.

PROCEDIMIENTOS DE ASISTENCIA

A continuación se presenta un resumen del procedimiento de asistencia Combs
Escuela Superior:

padre llama

Sólo el padre / tutor legal del estudiante puede notificar a la escuela de una ausencia o solicitar un pase de salida. Cuando un padre / tutor legal pide que exima a su estudiante, la ausencia aparece como justificada y la razón dada es documentada. Padre o tutor legal debe llamar en el mismo día de la ausencia antes de que 14:30

CAMPUSdejado

se espera que los padres **registrarse en la oficina de asistencia antes de un campus de estudiantes desalir**. Los estudiantes no pueden salir de la escuela durante el almuerzo sin que el padre entra en la oficina de asistencia y firmar a cabo. Los padres son la **única** persona (s) autorizado para tomar un estudiante durante el periodo de almuerzo. No hay excepciones, sin la aprobación administrativa.

Ausencia injustificada

Si un padre no llama en el mismo día de la ausencia, y el profesor entra en la ausencia del estudiante, el ordenador registra automáticamente que el estudiante no justificada.

18 AÑOS PAGAR

- Los estudiantes deben tener un coche, permiso de estacionamiento de la escuela y lavávida formala salida notarial en el archivo.
- Los estudiantes no pueden comprobar a sí mismos una vez que han llegado a la clase. Si un estudiante está comprobando a sí mismos, deben hacerlo antes del inicio de clases. Si un estudiante tiene una cita programada, pueden ir a clase y ver cuándo es el momento para ellos salir (**Excepción:..estudiante debe proporcionar la verificación de la cita el próximo día escolar Si hay verificación de la cita se pone en, que recibirán consecuencias para zanjas.**)
- los estudiantes deben reportarse a la oficina principal, firmar y salir de la escuela. Una vez el estudiante comprueba hacia fuera, no son capaces de volver a la escuela a menos que se presente físicamente con ellos un padre o tutor para comprobar en un correo electrónico que contiene o prueba de la tutela y notas médicas / legales pertinentes.
- Una vez que los estudiantes han acumulado 11 ausencias en un semestre, recibirán una inasistencia F.

TARDE NORMAS Y procedimientos- (SWEEPS)

Los estudiantes que no están en el aula cuando suena el timbre son considerados tarde y serán enviados a la sala de barridos. Se espera que los estudiantes para completar el trabajo escolar durante su tiempo en la sala de barridos. Los estudiantes deben colaborar con sus maestros sobre el trabajo de clase que se perdieron y hacer sus tareas, exámenes y pruebas dentro de la semana de su tiempo en la sala de barridos.

La **tardanza permitida** se define como la llegada tarde a la escuela debido a una cita como por ejemplo: médico, dentista, corte y etc. Una tardanza también estará justificada si un problema de tráfico documentable que ha retrasado la llegada de los estudiantes a clase como por ejemplo: un coche accidentes, control de carretera del condado de Pinal Sheriff, servicios de emergencia o el condado de Pinal desvió construcción de carreteras.

Una **tardanza injustificada** se define como una llegada tardía a la escuela debido a un problema personal. Ejemplos de esto son: exceso de sueño, de dejar a los estudiantes en otras escuelas, haciendo paradas para la alimentación y bebidas, problemas con el coche y los neumáticos planos.

- Los estudiantes se les permite tres (justificadas o tardanzas injustificadas) antes de ser enviados a la sala de barridos. Tras la recepción de la cuarta ausencia o tardanza (justificadas o no), el estudiante será referido a su administrador para la intervención y se envía a la sala de barridos. Los estudiantes que llegan tarde a primer periodo sin una nota documentable o prueba de una cita se considera tarde.
- Entendemos que habrá circunstancias a veces surgir cuales están fuera del control del estudiante. Los padres / tutores pueden acceder a sus estudiantes dos veces para el primer periodo del día sin ser enviado a la sala de barrido (esto se puede hacer con un correo electrónico o en persona *). Cuando el estudiante recibe la tercera tardanza, que serán enviados a barrer la habitación a menos que haya verificado una cita.
- Cuando un estudiante recibe su cuarta tarde, se les envía a la habitación Barridos y recibirán una reunión de administrador en ese momento también.

* Este correo electrónico requiere una copia de la identificación emitida por el estado del padre / tutor y una descripción de por qué el estudiante llega tarde y en su caso, una copia del certificado de trabajo.

Ditching

Si un estudiante está abandonando, s / él recibirá una ausencia injustificada (“U”) y no tiene oportunidad hacer dela prueba o trabajo perdido. Los maestros también pueden escribir una referencia para zanjas.

**DEPORTES Y ACTIVIDADES
EXTRACURRICULARES**

Combs secundaria ofrece amplias oportunidades para todos los estudiantes a participar en las actividades de su elección como una parte integral de su programa escolar. Equipo, club, y las experiencias de clase atléticos están diseñados para ayudar a satisfacer las necesidades e intereses de todos los estudiantes académicos recreativas, sociales, emocionales y prolongados.

Requisitos de participación

- El estudiante debe tener buenas calificaciones en todos los cursos con créditos. Cheques Grado se requieren periódicamente.
- Una ausencia en 50% o más de las clases con créditos puede limitar la capacidad de participar / realizar / competir ese día.
- Si un estudiante tiene una ausencia injustificada en cualquier clase, s / él no puede participar ese día.
- Cualquier estudiante que sirve Detención después de clases, suspensión en la escuela, o suspensión fuera del campus no pueden participar en ninguna actividad relacionada con la escuela al día (s) de la suspensión.
- Si un estudiante forja de un profesor iniciales / firma o cambia un grado en la revisión de calificaciones, el estudiante no será elegible para competir en atletismo o participar en actuaciones extracurriculares por un año calendario.

ASAMBLEAS Las

asambleas y reuniones de ánimo se llevan a cabo para una variedad de propósitos: enseñar, entretener, para mostrar el espíritu de la escuela, para celebrar y honrar a los estudiantes diferentes, equipos, clubes y organizaciones. Los miembros de la audiencia deben respetar y mostrar cortesía hacia los derechos del intérprete (s) o representante (s). Todos los montajes se consideran parte de la jornada escolar regular. Los estudiantes están **obligados** a asistir a las asambleas y llegar a tiempo. Los padres y los visitantes son bienvenidos a todas las asambleas escolares. Favor de pasar por el escritorio de la recepcionista de un pase de visitante. **Los estudiantes que no asisten a las asambleas están sujetos a medidas disciplinarias.**

FUERA DE LA ESCUELA pasa

al salir de la escuela del estudiante a los padres / tutor debe llamar a la oficina de asistencia el día de y antes de la época de la ausencia para recibir un pase de salida y para ser excusado. Los estudiantes deben tener su ID de salir de la escuela. Los estudiantes que están enfermos deben informar a la enfermera. La enfermera le hará arreglos con el padre / tutor con respecto a cómo el estudiante llegar a casa.

ARIZONA INTERSCHOLASTIC ASSOCIATION AND EXTRA-CURRICULAR ACTIVITIES REQUIREMENTS

Freshmen, Sophomores, and Juniors must be enrolled in at least **six (6)** credit classes and have received passing grades in all credit-earning courses. Seniors who are on track to graduate must be enrolled in a minimum of four (4) credit bearing classes to be eligible.

ACTIVITY/ATHLETIC ELIGIBILITY

1. Payment of \$90.00 per activity/sport with a max of \$360.00 per year per family.
2. Parental permission to participate is on file (AIA activity).
3. The student has on file the results of a physical examination and an AIA Brain Book Concussion test indicating that s/he is fully able to compete (AIA activity). Physicals must have been completed after March 1, 2017 for the 2017-2018 school year.
4. The student does not become 19 years of age before September 1st of the school year (AIA activity).
5. The student is academically eligible. Grade checks are required periodically.
6. The student has not been out of school for more than ten consecutive school days (AIA activity).
7. The student does not play on a team other than the high school team during the school's competitive season of the same sport (AIA activity).
8. The student must be covered by extracurricular activity insurance or provide proof of insurance (AIA activity).
9. The student has met residency requirements (AIA activity).
10. If the student is a transfer, s/he must meet the current AIA eligibility requirements.
11. Article 15 of the AIA Handbook states that a student cannot compete in a club team during season.

ATHLETIC PASSES

Athletic passes are sold in the Combs High School bookstore and allow free entrance to all regular season home events. A student athletic pass is \$40.00, an adult single athletic pass is \$50.00 and the “Coyote Family” athletic pass, which allows entrance for up to six immediate family members, is \$200.00.

EQUIPMENT

Students are not allowed to carry their athletic equipment during the course of the school day.

All items must be stored with an administrator before school begins.

INSURANCE

JO Combs Unified School District (JOCUSD) students may purchase an insurance policy which covers nearly every kind of accident which might occur during the school day. Twenty-four hour accident coverage may also be purchased for your student. Students who participate in activities governed by the AIA may obtain extended coverage, on a yearly basis, which will cover every activity or sport except football. Students participating in football will be required to purchase extended coverage each year. The JOCUSD will accept waivers from families with existing insurance coverage. Please contact your local campus bookstore for fee information.

SPORTSMANSHIP

The following actions constitute good sportsmanship from students, staff, parents and community members:

1. Provide positive cheering and other moral support for our team members.
2. Show respect for game officials and refrain from any unsportsmanlike act directed toward them.
3. Censure fellow students whose behavior is unbecoming.
4. Refrain from applauding errors by opponents or penalties inflicted upon them.
5. Refrain from criticizing players or coaches for loss of a game.

The following actions shall constitute grounds for removal from the particular event and/ or restriction from attendance at further events:

1. Disrespect to either home or visiting participants and spectators.
2. Disrespect to school, security officials and game officials.
3. Throwing of any objects, including confetti, at any time.
4. Disruption of the game by a digital device.
5. Use of profane language, obscene gestures or similar behavior.
6. Being under the influence of alcohol or drugs.
7. Damage or abuse of school property.
8. Actions which are a potential hazard to health, safety, or well being of spectators or participants.
9. Other inappropriate behavior deemed sufficiently repetitive, flagrant, or severe by the staff.

Students, staff members, parents and community members should remember that all school rules and regulations are in effect at all school events.

ATHLETIC SPORTS FOR THE 2017-2018

SCHOOL YEAR Fall Sports

Cross Country Football
Golf Girls Volleyball
Girls Badminton Boys/Girls Swimming
Cheer Poms

Winter Sports

Basketball Cheer
Soccer Poms
Wrestling

Spring Sports

Baseball Softball
Track Boys Volleyball
Tennis Girls Sand Volleyball

EXTRA/CO-CURRICULAR ACTIVITY PARTICIPATION

An absence in 50% or more of credit-bearing classes may limit the ability to participate that day. **If a**

student has an unexcused absence in any class, s/he cannot participate that day.

RELEASE HOURS

Students granted release time must leave campus as soon as their release time starts. Students involved in extracurricular activities or clubs will need to leave campus and return to school at the end of the school day for practice or meetings. Students will not be given a pass to remain in the library or in a staff member's office during release time in order to attend practice or club

meetings. Parents should ensure students have reliable, daily transportation. Students with release time may not stay on campus and ride the bus home under any circumstances.

In order to leave campus during the school day, students must show their school ID. These can be obtained from the book store. Releases are only allowed to students for religious instruction and by approval of the Principal.

DANCES

Dances sponsored by clubs or organizations within the school will be held throughout the year. **Students must show a current CHS Identification Card or be identified by a CHS staff member.** Students are not allowed to leave and re-enter a dance under any circumstances. Guests are permitted for dances with a guest pass. Guest passes are available through the Administration Office. Guest passes are required for all non-CHS students and must be signed by Administration for approval prior to the dance. All school rules are enforced during dances. Students must dance appropriately. All dances will end at the scheduled time with the exception of Prom which will end at 11:00 pm

BOOKSTORE

The Bookstore is open Monday through Friday from 6:45a.m. to 12:15p.m., and 1:00p.m. to 2:45p.m. A current student identification card is required in order to pick up yearbooks and dance pictures, receive refunds for class fees, or obtain a book. A number of school supplies such as paper, pens, pencils, notebooks, binders, poster board, goggles, etc. are carried for your convenience. **All purchases must be made by cash or check** made payable to CHS for the amount of purchase only. Students are reminded to retain their receipts for all purchases.

Textbooks will be distributed during summer registration. Books issued are the responsibility of the student and must be returned to the bookstore if a class is dropped. Damaged or non-returned books must be paid for by the student at the bookstore.

LOST AND FOUND

The lost and found is located in the bookstore. All lost or found articles should be reported to the bookstore. All unclaimed articles will be given to Goodwill at the end of each semester. If items are stolen, see security immediately and fill out a report.

CAFETERIA

JO Combs School District participates in the National School Lunch/Breakfast program. Nutritious meals are served each day. All meals served must meet patterns established by the US Department of Agriculture.

FREE/REDUCED APPLICATIONS

One application per household is needed each year. You will be notified in writing of your status. Please allow 10 days for response. Qualifying students receive one breakfast meal and one lunch meal daily. Applications are accepted anytime during the year.

MANAGEMENT OF LUNCH ACCOUNTS

Charging accounts is not allowed. Students are notified at least 3 meals before they run out of money. Each time they purchase a meal the computer will alert them they will need money. Please talk to your child about remembering to let you know when accounts get low.

EZSCHOOLPAY.COM

On-line payment option. You will need to call 480-987-5312 for your student's ID number to begin.

Checking account balance is a great benefit on-line.

SODA POP RULE

Drinking of carbonated beverages such as soda pop is not allowed when purchasing a school lunch. As mandated by the USDA,

FOOD ALLERGIES

Students with food allergies that affect a vital life function are permitted to request meal modifications when a medical authority completes a USDA required form. Forms are available from the school cafeteria

manager, school nurse, or district office. Forms must be completed and signed by a physician. A new form is required each year. Parents and nutrition service staff are encouraged to make the school office aware of all students' allergies.

PRICES

Breakfast: Paid student \$1.25, reduced student meal \$.30

Milk: \$.50

Water: \$.75

Lunch: Paid student \$3.40 combo meal, reduced student meal \$.40

Various a la carte items available

MENUS

Visit our website at www.jocombs.org

RETURNED CHECKS

A \$25.00 fee is charged for each returned check. The student's account will be affected if fees are not paid.

CELL PHONES, ELECTRONIC/DIGITAL DEVICES

In order to maintain the classroom as a place of rigor and relevance, CHS has adopted a policy to limit classroom disruptions.

Electronic devices that are unnecessary to our educational process and deemed potentially disruptive will not be allowed at school. The only exception to this policy shall be items brought to the classroom for instructional related activities that are supervised by the classroom teacher.

In addition, students may possess cell phones/electronic devices for use before school, passing period, lunch, and after the school day, but their use during the school day is strictly prohibited unless the teacher is allowing you to use the device for educational purposes. **Use is interpreted as using any cell phone function or feature, not just the sending or receiving of calls.** Cell phones/electronic devices must be turned off and kept out of sight during class time and passing periods. The student bears total responsibility for safeguarding their cell phone/electronic devices. If an emergency occurs during the school day, a parent/guardian should contact the office immediately. Students will be immediately contacted and brought down to the office, if requested. Students may continue to use cell phones before or after school hours to communicate home and arrange rides. We recognize that technology is a part of the fabric of life today but rather than ban cell phones, we are opting to have reasonable limits to its use.

If a student violates the policy, any staff member may confiscate the device and turn it into the office. Only the student's parent or guardian listed on the emergency card with proof of identity may reclaim the device. CHS assumes no responsibility of the device. The administration recommends that students avoid bringing these items to school because the CHS administrators cannot treat reports of these non-essential devices as a high priority.

FOOD AND DRINK

Food and drinks including gum, except capped, bottled water, are not allowed in classrooms, or on any carpeted areas. Students with food or drink in any of these areas will be subject to disciplinary action. All food and drink dropped off needs to come through the front office, not through the gates.

DELIVERIES/MESSAGES

To minimize classroom disruption, **the school does not deliver packages, flowers or other items to students during the school day.** At lunch, a space will be provided for parents to exchange/leave items for their student. It is the responsibility of the parent/guardian to contact their student to pick the item up in the main office. Due to the need to focus on school issues, the staff of the main office can not call a student over the public address system. At the end of the school day, all perishable items will be thrown out and non-perishable items will be taken to the bookstore and placed in lost and found.

Students should not bring balloons and flowers to classes because of student allergies. Phone messages will not be delivered except in case of an emergency. Transportation changes between student and parent are not considered an emergency.

DRESS CODE

DRESS CODE/STUDENT AND PARENT RESPONSIBILITY

It is the belief of the faculty and administration that school pride and image are influenced by the general appearance of our students. Additionally, Combs High School expects student dress and grooming to reflect high standards of personal conduct so that each student's attire promotes a positive, safe, and healthy atmosphere within our school.

Students are expected to dress adequately, suitable for weather conditions and in good taste. **Any article of clothing or style of dressing that tends to draw attention, interferes with instruction, or threatens health or safety is considered inappropriate.** If a student or parent has any questions about whether specific attire or accessories are in compliance with this Dress Code, they should contact an Assistant Principal prior to wearing such attire or accessory to ensure compliance.

CHS RESPONSIBILITY

On campus, the faculty, staff and administration have the responsibility to interpret and enforce this policy. The administration retains the final discretion to determine that the garment or accessory meets the dress code. We want to provide the freedom for students to express themselves within the set of parameters listed.

DRESS CODE GUIDELINES:

All clothing must cover the back, chest, stomach and buttocks of all students.

PANTS, SKIRTS, SHORTS, ETC.

- Pants must be worn at the waist
- Pants should not drag on the ground. Pants that are extra large must be worn with a belt that fits at the waist. Boxer shorts, shorts, pajamas and other undergarments should not be seen and pants cannot be layered.
- Shorts and skirts must cover the entire buttocks and when standing straight with hands down at the side must meet the tip of middle finger. Undergarments should not be exposed.
- Pants, shorts or skirts must cover underwear at all times. No leggings allowed by themselves. They can be worn under shorts/skirts/a long skirt/dresses, etc,
- Wallet chains with a maximum length of 10".

SHIRTS, TOPS, BLOUSES, ETC.

- No midriff, back skin or side skin showing. In other words, shirts and other tops must meet the pants/slacks/skirts with no exposure of stomach, back or sides.
- **Not permitted:** Straps on all tops must be three inches in width and/or 1 3/4" wide covering all undergarments. No see-through shirts or necklines that expose any cleavage.
- Underwear or shorts (worn under jeans) may not show and underwear and sleepwear worn as outerwear is not permitted.
- PE, athletics and performing arts may issue their own dress codes.

HEAD COVERINGS

- Exceptions would be for religious reasons
- Exceptions may be made for uniforms, formal attire or costumes with administrator approval.
- Teacher discretion.

INAPPROPRIATE DRESS

- Attire or accessories which advertise, display, and/or promote drugs, alcohol, tobacco, gang activity, violence, sexual activity, disrespect, lewd, vulgar, or obscene language, and/or bigotry toward any group or person.
- Bandanas may not be displayed in pockets/backpacks at any time.

- Clothing, jewelry and personal items (backpacks, binders, gym bags, purses, water bottles etc.) shall

be free of writing, pictures or any other insignia which are crude, vulgar, profane or sexually suggestive, which bear drug, alcohol or tobacco company advertising, promotions and likenesses, or which advocate racial, ethnic or religious prejudice. No writing on bodies, clothes or backpacks.

- Body piercing that is a safety hazard and/or hinders classroom performance.
- Clothes cannot be worn with excessive holes or tears that display an inappropriate amount of the back, chest, stomach and buttocks.
- Shoes must be worn at all times according to Arizona State law. For safety, shoes must have an outdoor sole (ie no bedroom slippers).
- Sunglasses may not be worn in school buildings.
- Wearing a jacket does not correct inappropriate dress.
- Blankets are not allowed on campus and will not be permitted in the classroom.
- Students must comply with dress code on spirit days, at extra-curricular activities and school events.

CONSEQUENCES

Any student violating this policy is subject to disciplinary action. In addition, the student will remove the garment or accessory and replace it with an appropriate alternative provided by the school and/or parent.

GUIDANCE

The Guidance Department mission is to ensure that all students acquire the national and state guidance standards in the areas of academics, post-secondary planning and career options. Academic Guidance is the primary responsibility or role that each counselor assumes.

Each counselor:

- aids with academic and post-secondary and career planning;
- maintains credit checks of students and forwards copies of special education students credit checks to the department chair;
- registers students for the upcoming school year;
- registers new students throughout the year;
- handles schedule change requests;
- provides academic support; ie, tutoring requests, homework requests, study skills help, etc;
- schedules and facilitates requested parent/teacher conferences;
- coordinates study team evaluations/screenings;
- writes letters of recommendation and aids in the college application process;
- aids with personal/social issues and referrals

A counselor is available and “on-call” each day to enroll new students, meet with parents that walk in without an appointment and need assistance, assist administrators and for student crises and emergencies. Combs' Guidance Department welcomes students to use the resources that are available in the Guidance College and Career Computer Center. We encourage students to listen to the daily announcements and newscasts that announce the most updated Guidance information. Feel free to come into the Guidance Center, meet your counselor and explore all of the college, career, scholarship, and military aids that are available.

HALLWAY EXPECTATIONS

HALL PASSES

All students must have a pass from a staff member to be in the halls. No passes will be given the first and last 10 minutes of class. This applies to all students including administrative assistants, student council members, and newspaper staff members. Students caught out of class without an official hall

pass may be charged with ditching. It is the student's responsibility to secure a pass prior to leaving.

Students who do not return to class in a timely manner may receive additional disciplinary consequences from an administrator.

While classes are changing, many students are moving through the CHS hallways and sidewalks. While classes are in session, the hallways and sidewalks should be empty except for those students with a pass. **During lunch time, students are not allowed in the buildings without a pass.** The rules of conduct set forth below are established not only for instructional reasons, but for reasons of safety, cleanliness, comfort and convenience. The need to be considerate of other people and to respect their "space" is essential. Students should never use profane or vulgar language, should never run, yell, scream, or make excessive noise while in the halls.

HEALTH SERVICES

A full-time Registered Nurse (RN) is available to students during the school day. Students who need to see the RN **MUST** have a written pass from their teacher. Students who do not have a pass will be sent back to class. Students must sign in as they enter the nurse's office on the sign in log. Students who are ill and need to be picked up by their parents or designee must sign out with the front office. Any student with a **medical problem** (ie seizures, asthma, diabetes, or heart problems) should report the problem to the nurse. Students who require medication during the school day must have their medication brought in by a parent/guardian in the original current prescription bottle and must have a parental medication release signed by their parent/guardian and the prescribing physician. The nurses office does not stock any supplies to treat asthma, diabetes or severe allergic reactions

The nurse **is not responsible** for assuring that students take their medication while at school and is not required and may be unable to call students down that miss their dose. Students may not carry medications while on campus; they must be kept at the RN's office. Remaining medication must be picked up at the end of the school year by a parent or guardian, or it will be disposed of.

Students may carry inhalers and epi-pens at any time, but a signed parental/guardian medication release must be on file in the RN's office. All medication releases are good for the current school year only and must be renewed annually.

Students with **diabetes** will be permitted to have immediate access to blood glucose testing equipment with them at all times if those accommodations are medically based upon appropriate documentation. Diabetic students should carry snacks and juice with them at all times as these items are not available at the nurse's office.

In order to be **excused from PE**, the student must bring a signed note from their parent/guardian to the RN. If there are more than three consecutive absences, a signed Physician's excuse **must** be given to the RN that states how long the absence will remain in affect. Students who have an accident or injury at school need to report it to the RN immediately.

IMMUNIZATION REQUIREMENTS

Arizona law requires documentary proof of immunity against certain childhood diseases for students entering Arizona schools for the first time. With some exceptions, **students subject to this requirement who lack documentary proof may enroll but not attend school until proof is provided.**

LIBRARY MEDIA CENTER

The Combs High School Library Media Center opens at 7:00 am and closes at 3:00 pm For half-days, teacher in-service days and testing days, the library will close at the end of the **scheduled school day.**

CHECKING OUT MATERIALS

- A Combs ID card must be shown
- Books can be checked out for three (3) weeks; must be renewed every 3 weeks if you need more time. They can be renewed for a maximum of six (6) weeks.
- Any book out over six (6) weeks results in a referral

- Students are limited to three (3) checkout items that are not textbooks, however, all three (3) items may not be nonfiction (in case several students are trying to research the same topic).
- No fines are assessed for overdue books, but no more checkout of materials until overdue books are returned

- Students MUST pay for lost or damaged items

LIBRARY COMPUTERS

The main use of the library computers is for educational research. Staff members reserve the right to ask users to relinquish use as warranted, especially if the student is in violation of the JO Combs District Technology Agreement.

EXPECTED BEHAVIOR IN THE CHS LIBRARY

The Combs Library rules of behavior are designed to protect the rights and safety of our students, faculty, and staff as they relate to the proper use of the library. Library rules of behavior are enforced in accordance with the Combs Student Code of Conduct as specified in this handbook.

- Use the Library to study, to read, or to do research for class assignments.
- Work in a manner that allows others to concentrate; disruptive behavior may result in the loss of library privileges or expulsion from the library.
- Follow school policies.
- Leave your food and drink outside the library.
- Respect not only the staff and other students, but also the library materials and furnishings.
- YOU are responsible for the proper treatment and return of all materials used.

MOVIES

Combs High School students may view movies periodically throughout the school year. The movies viewed may be rated up to PG13.

OFF-CAMPUS JURISDICTION

In accordance with state law, violations in conduct by students going to and from school functions could result in disciplinary action. School rules and other reasonable expectations of acceptable student behavior are extended to include student conduct while off campus during the regular school day. This includes the student's conduct while going to and from school and release periods. A student may be disciplined by the school for any misconduct while off campus at the times specified above.

STUDENT PARKING

Students must fill out a parking permit application in the bookstore and all information, including copies of student's drivers license and proof of insurance., must be complete and accurate before a permit will be issued. Combs High School is not responsible for loss resulting from damage or theft of student's vehicles or its contents.

- Parking tags are nontransferable. Students and/or parents cannot sell or give away parking rights.
- Parking rules will be enforced for the safety of the drivers and pedestrians. Violations may result in the loss of parking privileges and/or school discipline.
- The permit displayed in the car must match the vehicle description on file associated with the permit number.
- Students must have their parking permits displayed at all times while on campus.
- If a student has early release, s/he must provide a student ID in order to leave campus.
- Students are encouraged to carpool **if parents find this acceptable**; however, the driver is responsible for passenger behavior. **Parking privileges may be lost due to passenger misbehavior.**
- Loss of parking privileges may include, but are not limited to the following: Reckless driving, transporting alcohol, illegal substances or weapons, failure

to drive courteously, failure to provide adequate seating for passengers, failure to respond to school rules and authorities, intentionally damaging other vehicles and **leaving campus without approval**.

- Students need to remember all of their belongings, as they will not be able to go to their vehicle unless Security is available.

FEES/REFUNDS

The parking permit fee is \$50.00. This permit is good for the entire school year.

- Students who forfeit their parking privileges due to infractions of school rules will **NOT** receive a refund.
- After Spring Break, the cost of a new parking permit is \$25.00.
- The cost for a replacement permit decal is \$10.00.

Note: Students without parking permits **will not** be permitted to park on campus.

CONSEQUENCES

Students who park on campus without a parking permit may have their car booted. Motorcycles without a permit may be chained. Student will be assessed a \$25.00 fee for having the boot or chain removed. Students will have an option to buy a parking pass at that time plus pay the boot fee. Students will be referred to an administrator for consequences if more than one incident of parking on campus without a permit is reported.

PERSONAL TRANSPORTATION

- Bikes must be locked in a designated bike rack.
- No skateboards/razors are allowed on school property and must be stored with an administrator.

PEDESTRIAN SAFETY

Students are expected to cross streets at the crosswalks. Concern for the safety of students while walking as well as driving requires that this procedure be followed.

MISCELLANEOUS ITEMS

PLANNERS

All students will be issued a planner. They will be expected to have their planner for each class. Students are responsible for writing the daily assignments for each class in their planner. If lost, students may purchase a replacement planner for \$5.00.

TELEPHONE USAGE AND MESSAGES

Only in the case of an emergency, and with a pass from a staff member, may a student receive permission to use an office phone. Due to our busy days, **ONLY EMERGENCY** incoming telephone messages will be taken for a student. Messages will be given at a time when classes are not in session. Students may call from the classroom with a staff member's permission.

ELEVATOR KEY POLICY

In order to check out an elevator key, the injured or disabled student must agree to abide by the following rules. The key is to be checked out from the administrative office.

1. No one other than the injured student may use the elevator. If the student allows others to ride the elevator, s/he could be suspended for insubordination.
2. Students must sign an agreement form in order to use the elevator.
3. A \$15.00 security deposit will be held until the key is returned.
4. When the key is returned by the agreed upon date, the deposit check will be returned. If the key is not returned, the checked will be deposited and the student will forfeit the refund.

EMERGENCY PROCEDURES

State law requires all schools to practice drills. The purpose of these drills is to acquaint all students with the different exits depending on the area he/she may be in at the time of the drill. In case of a drill, students are asked to exit in an orderly efficient manner. Emergency protocols are published and made available to all staff. Staff is trained and both personnel and students drills on a regularly scheduled basis.

FALSE ALARMS

If it is determined that a false alarm has been reported, the student will be subject to school discipline and a referral to law enforcement will be made.

VISITOR INFORMATION

Parent/guardian visitors to Combs High School are welcome during business hours which are Monday through Friday from 6:45 am until 3:00 pm All visitors must receive permission from the administration to be on campus. Visitors must report to the main office immediately upon arrival on campus and receive a visitor pass.

Any non-registered visitors without a pass will be asked to leave. Students are not allowed to bring visitors without prior approval of an administrator.

VANDALISM

Defacement of any school property will require repair of the damage and/or monetary restitution to the school district by the parent or guardian of the student, in accordance with Arizona State Law. Students caught vandalizing school property will be disciplined.

VOICE MAIL

Combs High School has a voice mail system with which to communicate with parents, students and community members. The messaging system is not meant to take the place of personal interaction. Rather, it is hoped the system will enhance the ease with which we are able to communicate. To access the system, dial 460-662-3540 and follow the tutorial message. Please listen to the entire message before making your selection. If at any time you have trouble or need to speak with a person, simply dial 0. Combs's voice mail system includes an attendance line and faculty/staff voice mailboxes.

VOLUNTEERS

Combs volunteer program utilizes the donated time and talents of parents/guardians and community members. Volunteers can be seen in a variety of positions around campus. All of us at Combs are truly indebted to these generous people. If parents/guardians would like to volunteer, please contact the front office.

PUBLIC DISPLAY OF AFFECTION (PDA)

Public display of affection (PDA) is prohibited. The school recognizes that genuine feelings of affection may exist between two individuals; however, students should refrain from inappropriate intimate behaviors on campus or at school related events.

SEXTING/DISTRIBUTION OF PORNOGRAPHIC MATERIALS

Sexting is defined as the act of sending sexually explicit messages or photographs electronically, primarily between cellular devices. Students who possess or distribute these materials may receive disciplinary action from an administrator and a possible referral to law enforcement.

SENIOR WALK

Senior Walk honors Combs seniors who have made outstanding contributions to the Combs community. If selected, honoree names will appear in a special program, as well as appear on the Senior Walk banner and be honored during the Homecoming Assembly and during halftime at the Homecoming Football Game. Homecoming King and Queen are selected from members of Senior Walk and are crowned during halftime at the game. Senior Walk candidates must meet certain criteria and students need to begin their **freshman year** in order to qualify:

- 3.25 GPA
- No history of chronic behavior and/or attendance referrals.
- Participated in documented community service during each year of high school. Students must have 30 hours each year and have documented community service with at least three different organizations/places (120 hours total).
- Have been involved in two extracurricular sports and/or activities each year at CHS.

TECHNOLOGY USE AGREEMENT

The JO Combs Unified School District requires that all students and a parent/guardian sign a district technology use agreement **before** using school computers. The technology use agreement form can be found in the JO Combs Student Policies and Regulations handbook. **Students who violate the technology use policy will lose computer privileges. The purpose of school computers and equipment is for educational use only.**

Student use of computers and equipment is a privilege, not a right. Any other use of school computers will result in loss of computer use privileges for

an entire school year. A second offense will result in loss of computer use privileges for the remainder of your high school years.

Personal laptops are NOT allowed on campus.

Electronic Information Services User Agreement

Acceptable Uses: I understand and agree as follows:

1. The EIS System has been established for a limited educational purpose and may only be used for educational purposes. The term “educational purposes” includes classroom activities, career or professional development, limited high-quality personal research and other work related purposes. I may not use the system for entertainment purposes (unless specific written permission is given for this purpose), commercial purposes or political lobbying. I am expected to follow the rules set forth in the District’s disciplinary code and the law. In addition to this Agreement, use of the EIS System is governed by Governing Board Policy IJNDB and Administrative Regulation IJNDB-R, copies of which are available at each school office.
2. The EIS System has not been established as a public access service or a public forum. Therefore, the District has the right to place reasonable restrictions on the material accessed or posted through the system. I am expected to follow the rules set forth in the District’s Policies and Administrative Regulations and the law. I realize that all E-mail can be recorded and stored along with the source and destination of the E-mail, and that messages are not necessarily deleted when I delete them.

Unacceptable Uses: To prevent unacceptable use of the EIS System, I understand and agree as follows:

1. Personal Safety or the Safety of Others

- a. I will not post contact information about myself or others (ie, names, addresses, telephone numbers, school address, etc.)
- b. I will not meet with someone I meet online.
- a. I will promptly tell my teacher or school principal if I receive any message that is inappropriate or makes me feel uncomfortable.

2. Illegal Activities

- a. I will not attempt to gain unauthorized access to the EIS System or any other computer system through the EIS System or go beyond my authorized access. I will not attempt to log in through another person’s account or access another person’s files.
- b. I will not attempt to disrupt the EIS System or destroy data by spreading viruses or by any other means.
- c. I will not use the EIS System to engage in any other illegal or inappropriate acts (drug or alcohol purchase, distribution or sale, criminal gang activity, threatening conduct, etc.).

3. Plagiarism and Copyright Infringement

- a. I will not plagiarize works I find on the Internet. Plagiarism is taking the ideas or writing of others and presenting them as if they were mine.
- b. I will respect the rights of copyright owners. Copyright infringement would occur if I inappropriately reproduce a work that is protected by a copyright. If a work contains language that specifies appropriate uses of that work, I will follow those requirements. If I am unsure of whether I may use a work, I will request permission from the copyright owner. I will ask a teacher or EIS System administrator if I have questions.
- c. I will not download copyrighted music or video content or use the District’s resources to reproduce or share copyrighted content unless authorized by an EIS System administrator.

4. Language

- a. I will not use obscene, lewd, vulgar, rude, inflammatory, threatening or disrespectful language.
- b. I will not post information that could cause damage or danger of disruption to the educational environment or operations of the District.
- c. I will not engage in personal attacks, including prejudicial or discriminatory attacks on individuals or groups. I will not harass others. Harassment is persistently acting in a manner that distresses or annoys another person. If I am told by someone to stop sending them messages, I will immediately stop.
- d. I will not knowingly or recklessly post false or defamatory information about a person or organization.

e. I will not post chain letters or engage in “spamming” (sending unnecessary messages to a large number of people).

5. System Security

a. I am responsible for my individual account. I will not provide my password to another person or use another person's password unless I have obtained prior written permission to do so from my teacher (for a student) or an EIS System administrator (for an employee).

- b. I will not permit another person to use my account or use another person's account unless I have obtained prior written permission to do so from my teacher (for a student) and an EIS System administrator (for an employee).
- c. I will immediately notify my teacher or the EIS System administrator if I have identified a possible security problem.
- d. I will not download any software unless I have obtained prior written permission to do so from my teacher (for a student) and an EIS System administrator (for an employee).
- e. I will follow the District virus protection procedures when downloading software that I have been given prior written permission to download, to protect against the inadvertent spread of computer viruses.
- f. I will not attempt to harm or destroy data of another user or any other agencies or networks connected to the EIS System. This includes, but is not limited to, uploading or creating computer viruses.
- g. I will not attempt to repair or relocate District owned Technology Resources without prior written approval. All requests for repair or service will be channeled through the District Technology Services.
- h. I will have all portable information systems and educational technology resources assigned to me (such as notebook computers and peripheral or companion devices) at allocated sites during school hours unless prior written approval has been received.
- i. I will receive permission from the District Technology Services Department prior to adding a personal device to the WiFi network.

6. Inappropriate Transmission of and Access to Material

- a. I will not transmit or access material that is profane or obscene (ie pornography), that advocates illegal acts, or that advocates violence or discrimination towards others (ie hate literature).
- b. If I mistakenly access inappropriate information, I will immediately tell a teacher (for a student), or my supervisor (for an employee) so they know I did not intentionally access the information.
- c. I will transmit communications using only District approved and District managed communication systems. I will not use free, web-based mail, messaging, videoconferencing or chat services, except in special cases where arrangements have been made in advance and written approval has been received by the District's authorized supervisory personnel.
- d. The development and posting of all web pages or personal sites must be pre-approved in a manner specified by the District's Technology Services Department. Material placed on web pages must relate to school and career preparation activities.
- e. I am responsible for any expenses incurred while using services or products not authorized by the District.

7. Appropriate Email Use

- a. I will be brief. Few people will bother to read a long message.
- b. I will use accurate and descriptive titles in my communications, so people will know what is about before they read it.
- c. I will address the most appropriate audience for my message, not the widest.
- d. I will remember that humor and satire is very often misinterpreted.
- e. I will remember that if I post to multiple groups, I will specify all groups in a single message.
- f. I will site references for any facts that I present.
- g. I will not attack correspondents; I will persuade them with facts.
- h. I will exercise good judgment and care to ensure that I do not repost messages or otherwise use the EIS system in a manner that will embarrass, hurt or harm others.
- i. I will send professional messages, use spell-check, use correct grammar and appropriate punctuation in all e-mail communications. Writing in all capital letters is perceived as "yelling" the message..
- j. The Superintendent or the Principal must approve an "All User" e-mail prior to transmission.

I understand that the District may restrict my speech for valid educational or business reasons. The District will not restrict speech on the basis of a disagreement with my opinions. I understand and agree that:

1. I have **no right of privacy** with respect to the EIS System, including software, E-mail or Internet access. My parents can request to see the contents of my E-mail files at any time (applies to students under 18 years).
2. Routine maintenance and monitoring of the EIS System may lead to discovery that I have violated District Policies, Administrative Regulations, this Agreement or the law.
3. An individual search will be conducted if there is a reasonable suspicion that I have violated this Agreement, District Policy, Administrative Regulation or the law. The investigation will be reasonable and related to the suspected violation.
4. The District will cooperate fully with local, state or federal officials in any investigation related to any illegal activities conducted using the EIS System.
5. If I am alleged to have violated this Agreement, District Policy IJNDB or Administrative Regulation IJNDB-R or the law in my use of the EIS System, I will be provided with notice of the suspected violation and an opportunity to present an explanation of what occurred. If the alleged violation also involves a violation of other provisions of the District's disciplinary code, it will be handled in a manner described in the disciplinary code.
6. The District reserves the right to restrict or revoke my use of the EIS System at any time, if deemed within the District's best interest.

TRANSPORTATION

Students who walk, ride with another student, or ride a school bus to or from school are expected to exhibit good behavior. Combs High School has the authority to correct any act of misbehavior that may take place as students travel to and from school. Misbehavior while traveling will be dealt with in accordance with the severity and frequency of the incidents.

School Bus Conduct

Bus transportation will be available to students living outside a two mile radius of the school. **Out-of-boundary students are not permitted to ride district buses.** Bus route information may be obtained at jocombs.org website by clicking on the bus stop locator link and entering the address of residence or by calling the District Office at 480-882-5309.

- All eligible bus riders will receive a transportation mailer prior to the start of school advising of bus stop locations, pick up time, and drop off time.
- CHS students **MUST** show their school ID to ride the bus once ID's are issued
- Students must load and unload at their designated bus stop. Riding to or from school on alternate routes requires a written approval from home as well as a stamp from the CHS office.
- All students who ride a school bus are responsible for behaving in accordance with the District Transportation Policy. **Bus riding is a privilege ~ not a right!**

JO COMBS SCHOOL BUS REGULATIONS

Refer to Policy JICC, JICC-R, JICC-EA, JICC-EB or contact your school for more information.

The District provides bus transportation for all students who live one mile or more from school. For High School and Middle School it is one and one half miles. For safety reasons, the District encourages parents to supervise their children at the bus stop.

Transportation provided by the District is a privilege. Inappropriate conduct at bus stops, on district vehicles, or in the process of boarding or exiting from a vehicle may result in student disciplinary action including, but not limited to loss of transportation privileges.

Behavior on the School Bus and at the School Bus Stop

For the purpose of providing safe transportation for all students the following guidelines must be observed:

1. Students are to obey the bus driver at all times
2. Students should stand off the roadway while waiting for the school bus.
3. Students are required to be at their scheduled bus stop at least ten (10) minutes prior to their scheduled stop time.
4. Students must cross the roadway ten (10) feet in front of the school bus.
5. Students may only ride on their assigned route unless a parent/guardian has written a note and it has been stamped, dated, and initialed by the school office. Most buses can not accommodate additional riders.

6. Students must board and depart only at their designated bus stop
7. Act respectful and appropriate while waiting for the school bus.
8. Give your proper name when requested by the bus driver or monitor.
9. Remain seated at all times while the bus is in motion.
10. Remain silent at railroad crossings
11. No food or drink except water bottles on the bus.
12. Students shall not carry or consume any controlled substance or any beverage containing alcohol.
13. Students may not write on seats, or vandalize district property. Parents will be held responsible for repairs or replacements.
14. No glass containers will be allowed on the school bus.
15. The school bus shall not transport any animals, or reptiles of any kind on the school bus this includes school projects.
16. Students shall not carry on or transport in a school bus an explosive device, gun, knife, or weapon of any kind.
17. Students shall not carry a skateboard, roller blades, scooters, or balloons on the school bus.

Depending on the offense the criteria for disciplinary action is as follows;

- Verbal Warning on bus and/or student conference with transportation discipline representative.
- Student conference with transportation representative and phone call home to parent/guardian
- On campus consequence or suspension from bus riding privilege depending on seriousness of actions.
- Revocation of riding privileges for remainder of semester
- Physical altercations between students on the bus may result in immediate bus suspension and will be turned over to site administration immediately.

Consequences will be given on a case by case basis but the above criteria will be the guideline.

GANG ACTIVITY

A gang is two or more people whose activities violate the law or school rules. 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. Students who participate in gang related activities will receive school discipline and a referral to law enforcement.

COMBS STUDENT DISCIPLINE

CHS CODE OF DISCIPLINE

Combs High School is committed to the development of the whole person; intellectual and physical, with emphasis on the development of good character. With this in mind, Combs embraces high expectations for students in the classroom, as well as participating in activities and athletics. By striving to achieve these expectations, students will develop the necessary self discipline and learning competencies required for continued success in the world of higher education and in their careers. In addition, these beliefs help to ensure a positive classroom and school environment that is; safe, orderly and supportive of learning. The disciplinary guidelines in the handbook enable the staff to maintain this level of expectation, and it is important that parents and students understand the individual responsibility and accountability required for maintaining civility in all aspects of life at Combs High School.

NOTICE TO PARENTS REGARDING STUDENT DISCIPLINE

In some situations teachers may temporarily remove a student from a class. A teacher may temporarily remove a student to the principal, or to a person designated by the school administrator, in accord with rules established for the referral of students and under the conditions of ARS 15-841, when applicable. Under ARS 15-843, disciplinary policies involving the confinement of students will require prior written parental notification. If applicable the prior written

notice will occur either in the IEP process or in a written student behavior contract. The School is exempt from prior written parental consent if a school principal or teacher determines that the student poses imminent physical harm to self or others. The school principal or teacher shall make reasonable attempts to notify the pupil's parent or guardian by the end of the same day that confinement was used (Policy JK, Student Discipline).

CHS utilizes several forms of disciplinary consequences including:

- **Lunch Detention (LD)**- LD is utilized as a lower level disciplinary consequence. The student reports to the ISS room during his/her lunch. Students will be given the opportunity to eat after the lunch detention has been served. Students are not allowed to sleep, talk, or be unoccupied. The focus is on utilizing time to complete school work.
- **In-School Suspension (ISS)**- ISS may be utilized as an alternative to out-of-school suspension which is prescribed by Combs High School disciplinary procedures. The administrator may elect to assign ISS as a means of providing a constructive, educationally related consequence for specific discipline categories. When assigned ISS, the student reports to a classroom within the school that is maintained as a strictly quiet area where the student works on assignments that are brought to the ISS room. Students are not allowed to sleep, talk, or be unoccupied. Students remain in the ISS room all day. Lunch and bathroom breaks will be supervised. The focus is on utilizing time to complete school work. ISS is supervised by a staff member at all times.
- **Off-Campus Suspension (OCS)**- OCS is used for higher level/chronic discipline (10 days or less). When suspended, students cannot participate in any school-related activity or be on any campus in the JO Combs School District. Any work missed can be made up for full credit and the absence(s) does not count against the ten allowed per the attendance policy.
- **Conference**- Student will have a conference with a staff member to address an inappropriate student decision that has occurred.
- **Copying Student Handbook/Administrative Assignments**-Students may be required to copy various sections of the student handbook and/or complete administratively determined academic assignments to assist the student with changing behavior and making appropriate decisions.

GUIDELINES FOR SELECTED OFFENSES/RECOMMENDED DISCIPLINARY CONSEQUENCES

These are minimum recommended disciplinary guidelines for some examples of misconduct. Depending on the circumstances of the offense and history of the offender, actual discipline may be greater at the administrator's discretion.

* White- consequence is an option for this offense
 ** Gray- Consequence is not an option for this offense

Offense	Lunch Detention 1 - 3 Days	Lunch Detention 4 - 5 Days	In School Suspension 1 - 5 Days	In School Suspension 5+ Days	Off Campus Suspension 1 - 5 Days	Off Campus Suspension 5+ Days	Long Term / Expulsion Recommended	Law Enforcement Referral
Absence w/o Permission								
Academic Integrity								
<p>Student in violation of the school academic dishonesty policy may also receive a 0 on the assignment with no opportunity to make up the assignment as a consequence. Multiple infractions of academic dishonesty may result in a loss of credit for the course.</p>								
Alcohol								
<p>Alcohol includes use, possession, distribution, sale, or possession of paraphernalia commonly associated with alcohol use. Additionally, this offense can include students reasonably believed to be under the influence of alcohol on campus.</p>								

Offense	Lunch Detention 1 - 3 Days	Lunch Detention 4 - 5 Days	In School Suspension 1 - 5 Days	In School Suspension 5+ Days	Off Campus Suspension 1 - 5 Days	Off Campus Suspension 5+ Days	Long Term / Expulsion Recommended	Law Enforcement Referral
Arson								
Assault (Student or Staff)								
Bullying								
Dangerous Instrument								
Defiance/ Insubordination								
Disruptive Behavior								
Dress Code								
Students found to be in violation of dress code may be asked to change clothes. Students who refuse to change articles in violation of school policy may be suspended for the remainder of the day.								
Drugs								
Drugs includes use, possession, distribution, sale, or possession of paraphernalia commonly associated with alcohol use. Additionally, this offense can include students reasonably believed to be under the influence of alcohol on campus.								
Electronic Devices								
Electronic devices being used in class may be confiscated by the teacher and placed in the front office. Electronic devices used in class can only be picked up by a parent or guardian.								
Endangerment								
Fighting								
Fire Alarm Misuse								
Firearms								
Firearms includes the use, possession, distribution or sale of firearms. This offense also includes a simulated firearm, which is defined as an object designed to look like a firearm or capable of firing a projectile.								

Offense	Lunch Detention 1 - 3 Days	Lunch Detention 4 - 5 Days	In School Suspension 1 - 5 Days	In School Suspension 5+ Days	Off Campus Suspension 1 - 5 Days	Off Campus Suspension 5+ Days	Long Term / Expulsion Recommended	Law Enforcement Referral
Forgery								
Gambling								
Gang Activity / Negative Group Affiliation								
Harassment								
Hazing								
Indecent Exposure								
Intimidation / Threats								
Pornographic, Profane, or Violent Material								
Profanity								
Public Display of Affection								
Robbery								
School Threat								
Sexual Abuse/ Assault/ Harassment								
Simulated Weapons								
Tardy								
Technology Misuse								

Student who violate the technology agreement may have their accounts locked. The administrative team will meet with all students who have had accounts locked to reinstate access.

Offense	Lunch Detention 1 - 3 Days	Lunch Detention 4 - 5 Days	In School Suspension 1 - 5 Days	In School Suspension 5+ Days	Off Campus Suspension 1 - 5 Days	Off Campus Suspension 5+ Days	Long Term / Expulsion Recommended	Law Enforcement Referrals
Theft/ Extortion								
Tobacco								
Tobacco and Vape includes the use, possession, distribution or sale of tobacco or the use, possession, distribution, or sale of tobacco paraphernalia, including lighters and/or matches.								
Trespassing								
Vandalism								
Students found to have engaged in damaging school property may be required to pay the actual cost of replacing damaged items.								
Vehicle Violation								
Students with vehicle violations may have their parking privileges revoked.								
Weapons								
Weapons includes the use, possession, distribution or sale of an object designed to be used as a weapon.								

MANDATORY DISCIPLINE FOR SPECIFIED OFFENSES

The JO Combs School District maintains a zero-tolerance policy for the following infractions and prescribes the following mandatory guidelines for discipline:

Harassing and/or discriminatory conduct relating to an individual's race, color, religion, national origin, or disability. (See complete definition on next page.)

^{1st}5 day suspension and completion of district-approved sensitivity counseling program

^{2nd}Semester suspension (reducible to 10 days with parent/guardian and student completion of district-approved sensitivity counseling program). If an offense is particularly egregious, discipline may be moved to a higher level. After a second offense, behavior may be viewed as discrimination (see definition). (Law Enforcement referrals will be made when applicable)

Harassing and/or discriminatory conduct relating to an individual's gender.

^{1st}3 to 5 day suspension and completion of district-approved sensitivity counseling program

^{2nd}Semester suspension (reducible to 10 days with parent/guardian and student completion of district-approved sensitivity counseling program). If an offense is particularly egregious, discipline may be moved to a higher level. After a second offense, behavior may be viewed as discrimination (see definition). (Law Enforcement referrals will be made when applicable)

DEFINITIONS OF SELECTED OFFENSES

Cheating - Using or attempting to use unauthorized materials or technology, unauthorized group work, information or study aids in any academic exercise or assignment. Fabrication involves the falsification or invention of any information or citation in an academic exercise or assignment.

Plagiarism refers to using another's words, ideas, materials or work without acknowledging and documenting the source. Students are responsible for knowing the rules governing the use of another's work, and for acknowledging and documenting the source appropriately.

Extortion - Attempting to obtain or obtaining money or property by threat or force.

Harassing and/or discriminatory conduct - For the purposes of this policy, harassing and/or discriminatory conduct is oral, written, graphic or physical conduct relating to an individual's gender, race, color, religion, religious beliefs, ethnicity, national origin (including an individual's ancestry, country of origin, or country of origin of the student's parents, family members, or ancestors) or disability, that is sufficiently severe, pervasive, or persistent so as to interfere with or limit the ability of an individual to participate in or benefit from the district's programs or activities. Harassment may be evident from the explicit statements of the perpetrator or may be inferred from the surrounding circumstances.

A hostile environment is created by behaviors such as the following when based upon, related to, or motivated by an individual's gender, race, color, national origin, ethnicity, religion, religious beliefs, or disability:

- Intimidation and implied or overt threats of physical violence;
- Physical acts of aggression or assault upon another, or damage to another's property;
- Demeaning jokes, taunting, slurs, derogatory nicknames or innuendoes.
- Words that by their very utterance inflict injury or tend to incite an immediate breach of the peace.

(Reference Governing Board Policies JB and JFCL.)

Intimidation - Use of language or conduct to frighten or attempt to frighten or coerce another person into submission or obedience.

Physical Abuse - Intentional or reckless touching of another person that does not result in physical injury.

Physical Assault - Intentional or reckless causing of physical injury to another or touching another person intending to injure, insult or provoke. Includes taking or attempting to take anything by force or threat of force and intentional use of a vehicle in a manner dangerous to person or property.

Property Damage - Intentional or reckless injury or abuse to the property of another.

Sexual Harassment - Unwelcome sexual advances, requests for sexual favors, and/or any other verbal or physical conduct of a sexual nature made by a student to another student or by a student to a staff member.

(Reference Governing Board Policy ACA)

Theft - The taking or attempted taking of property belonging to another person without permission.

Petty theft involves property with a value less than \$100. Grand theft involves property with a value of \$100 or more.

Threat - Use of language or conduct to make or attempt to make another person fearful of physical injury.

Vandalism - Willful destruction or damage of property.

Verbal abuse - Use of profane or disrespectful language to insult or humiliate another person.

1 "Fighting words" as defined by the United States Supreme Court in Chaplinsky v. New Hampshire, 315 US 568, 571-72 (1942).

STUDENT VIOLENCE/HARASSMENT/INTIMIDATION/BULLYING

The Governing Board of the JO Combs Unified 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. Please see School Board Policy JICK-EB.

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. Law enforcement authorities shall be notified any time District officials have a reasonable belief that an incident of bullying is a violation of the law. -3232 © JICK-EB

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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 preference, 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.

