



“WHERE EVERY CHILD IS KNOWN.”

STUDENT PLANNER

2015 - 2016

GRADES 7-12

Sequoia Pathway Academy

Grades 7-12

*19265 N. Porter Road
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Phone: 520-568-9333 Fax: 520-505-3665*

A Note from Your Principal

My philosophy in education is to create a culture of respect and improvement. It is my desire to instill into students the drive and will to want to be better tomorrow than they are today, regardless of obstacles. I strive to assist students in finding passion in a field of their choice while making strides towards success. I feel that character defines an individual. Given this attitude, we help students to achieve in an atmosphere that does not condone excuses for failure. I believe we can all have a positive impact in this world.

Jonathan Gentile, M.Ed.
Sequoia Pathway Academy Campus Director
Principal, 7-12

Purpose of Student Handbook

The purpose of this student handbook is to take a straight forward approach in outlining the school's high, yet reasonable expectations for its students' academics, behaviors, dress, and overall character while on campus or at school sponsored activities. Questions and any clarity desired regarding the definitions and interpretations of the following pages are welcomed by Sequoia Pathway Academy's administration, given that it is a respectful and proactive approach. Ultimately, the purpose of this handbook is to serve as a referenced outline of the expected behaviors that will enable a safe and positive culture and environment, one of which you will be proud to have your child be a part of in and outside of our school environment. We take pride in communication and this will be one example that will differentiate our school from others.

School Vision

The vision of Sequoia Pathway Academy is to empower individuals to achieve and perform at their highest personal level and to holistically educate students through genuine compassion, integrity and purposeful challenges. In providing a culture where every child is known, students will leave Pathway with an appreciation of educational accomplishments through individual pride, respect, and responsibility with an awareness of community that is socially and morally sound.

Policies and Procedures

The policies and expectations that have been developed to regulate the operation of Sequoia Pathway Academy are the backbone to our culture, which is a safe and respectful environment. Students and parents are expected to be familiar with these policies and sign off on the last page and return it to the office indicating the acknowledgement of them.

**SEQUOIA PATHWAY ACADEMY
BELL SCHEDULE
2015-2016**

**GRADES 7-12
JUNIOR HIGH & HIGH SCHOOL
MONDAY, TUESDAY, FRIDAY**

HOUR	TIME	DURATION
1	8:00 - 8:55	55 MIN
2	9:00 - 9:50	50 MIN
3	9:55 - 10:45	50 MIN
4A Junior High Lunch	10:50 - 11:35 10:50 - 11:15	45 MIN 25 MIN
4B High School Lunch	11:20 - 12:05 11:40 - 12:05	45 MIN 25 MIN
5	12:10 - 1:00	50 MIN
6	1:05 - 1:50	45 MIN
7	1:55 - 2:45	50 MIN

**GRADES 7-12
JUNIOR HIGH & HIGH SCHOOL
BLOCK WEDNESDAY AND THURSDAY**

BLOCK	TIME	DURATION
1st Wed - 3rd Thurs	8:00 - 9:20	80 MIN
2nd Wed - 5th Thurs	9:25 - 10:45	80 MIN
4A Junior High Lunch	10:50 - 11:35 10:50 - 11:15	45 MIN 25 MIN
4B High School Lunch	11:20 - 12:05 11:40 - 12:05	45 MIN 25 MIN
6th Wed - 7th Thurs	12:10 - 1:25	75 MIN
Puma Hour – Club Hour	1:30 - 2:45	75 MIN

HALF DAY - GRADES 7-12

HOUR	TIME	DURATION
1st	8:00 - 8:30	30 MIN
2nd	8:35 - 9:05	30 MIN
3rd	9:10 - 9:40	30 MIN
5th	9:45 - 10:15	30 MIN
6th	10:20 - 10:50	30 MIN
7th	10:55 - 11:25	30 MIN
4A Junior High Lunch	11:30 - 11:55	25 MIN
4B High School Lunch	12:00 - 12:30	30 MIN

SEQUOIA PATHWAY ACADEMY POLICIES AND EXPECTATIONS

SCHOOL HOURS

School hours for the traditional model are from 8:00 am to 2:45 pm. Students who are not attending supervised activities are expected to leave campus immediately after the end of their session. Students staying for supervised activities are expected to be picked up within 15 minutes of the scheduled dismissal.

VISITORS

The school's policy welcomes visitors, especially parents, who have school business. To protect the safety of the students, all visitors must sign in and submit a photo ID card to the front office. Visitors will be handed a lanyard with our visitor pass on it for higher visibility within the school. Upon checkout, visitors will receive ID card when lanyard and visitor pass is returned to the front office. Previous students are not allowed to visit the campus while school is in session. A non-Sequoia student can receive permission from the principal to shadow a student for the purpose of possible enrollment. Resistance to leave campus will result in the notification to police.

ATTENDANCE

Regular attendance is one of the most important factors determining success or failure in school. Daily attendance is the responsibility of the individual student and his/her parents or guardians. Parents and students are responsible for requesting make-up work when absent, within the time specified by classroom policy. Students are required to complete and submit work dependent on the number of days absent from school (example: absent one day, student has one day to make up work).

Consequences for Absences – Junior High School (Grades 7 – 8)

- The parents of a student who has five absences within a semester in any class will be notified by mail or phone, and a parent-principal conference will be held within five days.
- Junior High students who have an absentee rate greater than 6% or a total of ten (10) days (either excused or unexcused) may be susceptible to an attendance contract and/or be withdrawn from school.

Consequences for Absences – High School (Grades 9 – 12)

- The parents of a student who has **five** absences within a semester in any class will be notified by mail or phone, and a parent-principal conference will be held within five days. Students who are 18 years or older are considered emancipated under Arizona law and therefore the student will be required to meet with the principal.
- A student who has **ten** absences (excused or unexcused) from a class within a semester will be withdrawn from the class and assigned to a non-credit study hall. The student will lose the credit for that class but may recover the credit by taking the class on-line or in a face-to-face class the following school year.
- High School students who have an absentee rate greater than 6% or a total of ten (10) days (either excused or unexcused) may be susceptible to an attendance contract and/or be withdrawn from school.
- Extraordinary circumstances such as medical conditions that can be documented in writing from a health service provider may be considered by the principal as exempt from this consequence.

TARDINESS

Students are expected to be in their classes on time. A tardy is defined as “**not being in an assigned seat when the bell rings.**” Violations to policy will result in:

- Student tardiness will be documented in our PowerSchool system and will be issued a lunch detention for each tardy violation. This includes being tardy between classes after first period.
- First Period Policy: After the fifth tardy violation in a five week period the student will attend Wednesday Refocus School (WRS). After ten tardy violations in a semester a student will be subject to a one day suspension and be placed on an attendance contract.
- Students that choose to be habitually tardy to classes after first period will receive a one-day out of school suspension after the fifth tardy offense within a five-week period.
- All students who arrive late to school must check in at the front office.
- **A tardy may be excused with a note from a doctor and onus of parent responsibility/fault does not negate the tardy.**

HONOR ROLL AND GRADING

The Honor Roll for both the junior high and high school will be announced and awarded to students quarterly. The tiers for the Honor Roll are as follows:

3.0 - 3.49 - Honors
3.5 - 3.99 - High Honors
4.0 + - Principal's List

High school grades are based on a semester long grade. The final grade at the end of the semester reflects the total points that a student earned throughout that semester. Each student has the opportunity to earn one-half credit upon passing a class for the semester. Each semester is separate and equal from one another. Quarter grades are merely a “snapshot” that a student has earned within a quarter time period.

Junior high grades are based on a semester-long grade. Students will receive a grade at the end of each semester. If a student fails two or more subjects as a final grade, he or she will be susceptible for retention.

Mark	% Equivalent	GPA
A+	98-100	4.33
A	93-97	4.0
A-	90-92	3.67
B+	88-89	3.33
B	83-87	3.0
B-	80-82	2.67
C+	78-79	2.33
C	73-77	2.0
C-	70-72	1.67
D+	68-69	1.33
D	63-67	1.0
D-	60-62	0.67
F	59 or below	0

CLASS RANK

To figure out one’s GPA, the points are totaled and divided by the number of credits attempted. The GPA is cumulative with the student’s ninth (9th) grade coursework. Class Rank is determined at the end of the fifth semester of high school. Class rank is determined by a calculation of student cumulative GPA.

Valedictorian status is awarded to the student(s) earning the highest GPA in the graduating class. Salutatorian status is awarded to the student(s) earning the second highest GPA in the class. Candidates for the valedictorian and salutatorian designations will be identified at the end of the fall semester of their senior year. This ranking will be based on any and all completed high school credit granting courses.

PARENTAL ACCESS TO GRADES ON THE INTERNET

Parents will be assigned a confidential access code to Power School that will allow them to see their student's grades, assignments, and attendance in each class. To take advantage of this powerful tool, parents should go to <http://edkey.powerschool.com> and enter their ID and password. You can receive your ID and password from the front office.

CONSIDERATION FOR JUNIOR HIGH RETENTION

In instances where a child has not shown sufficient maturity, social and emotional growth, and has failed to acquire sufficient mastery of basic skills, it may be best for the child to repeat the grade. At our school, we will convene a retention team when a student receives more than one failing grade per semester.

This team will consider the following prior to making a decision:

- Careful consideration of the child's growth in all areas of school work;
- Careful study of test results;
- Conferences with teachers and parents.

THINGS TO LEAVE HOME – ELECTRONICS

Due to the increase in cyber-bullying, distractions, misuse and disrespect, mobile phones and iPods / MP3 players are NOT ALLOWED at Sequoia Pathway Academy outside of the outlined criteria below. Students are welcome to use the office phone and classroom phone, with teacher discretion, if they need to call home. Recognizing the positives for such devices, such as safety and communication, students may use such devices before and after school.

Cell phones/electronic devices may serve as an outstanding instructional tool and learning resource if used appropriately. We encourage our staff members and our students to use electronics and other 21st century devices to supplement instruction and learning. In order to preserve the teaching and learning environment, this document is to clarify the cell phone/electronic devices policy for Sequoia Pathway Academy.

- Cell phones/electronic devices may only be used for educational purposes in the classroom setting per the instructor's direct approval and instruction.
- If a cell phone/ electronic device rings, vibrates, or is used for any reason without teacher permission, or is visible anytime during class time or if you are caught using it on campus during class time, a staff member may confiscate the device.
- Refusal to surrender your phone when asked is considered defiance. Defiance may result in disciplinary consequences, including suspension. Parents will be contacted.

First Offense ~ the device will be held in the Administration office until the end of the school day. Students may pick up their phone at the end of the school day.

Second Offense ~ the device will remain in the main office until the end of the school day. An Administrator will assign a detention and/or a Wednesday Refocus School (WRS), and establish parent contact. Phone may only be picked up by a parent.

Third Offense ~ the device will remain in the main office until a parent/guardian is able to personally pick up the phone from the office. The Administrator will issue an in-house suspension.

Please note: If a student has any electronic device damaged or stolen, no administrative time will likely be utilized to investigate the incident nor will the school take any financial responsibility for such devices.

SKATEBOARDS, SCOOTERS, ROLLER BLADES, AND BICYCLES

Students are not allowed to ride skateboards, scooters, roller blades, or bicycles on campus at any time. These items must be "walked" when on campus.

LEAVING THE SCHOOL GROUNDS

- Once a student has entered school grounds he or she must remain on campus at all times unless checkout procedures are followed.
- Sequoia Pathway is a Closed Campus for lunch. This includes students not being allowed to “order in” lunch. No students are allowed to leave campus for lunch unless they have been signed out, by a parent/guardian.
- A one-day suspension will result if a student leaves school grounds without permission.

LEAVING A CLASSROOM

Students are expected to remain in class. **All students are required to have a staff signed student planner for movement on campus.** A suspension may result if a student walks out of class without permission.

COMPUTER AND INTERNET USAGE POLICIES

Sequoia Pathway Academy firmly believes in the educational value and applications of technology through computers and the Internet. In particular, our high school lab enables students to have access through many core, elective and collegiate courses. ***Our lab and access to such courses is a privilege!***

Sequoia Pathway blocks inappropriate sites on the Internet. However, the Internet is growing at such a phenomenal rate that it is impossible to block all of the inappropriate sites and/or content.

Therefore, in order to use computers and/or the Internet at Pathway, a student and his/her parents/guardian must agree to abide by the following:

- I recognize and accept the responsibility for my actions and conduct on the Internet.
- I will follow the same conduct outlined in the Sequoia Pathway Policies and Expectations. Inappropriate behavior includes, but is not limited to, accessing, viewing or distributing vulgar or demeaning language, images or audio; hacking, damaging or altering software, data, or hardware so as to harm or inconvenience others.
- I understand that student use of E-mail, chat rooms, and news groups is prohibited unless the student is given permission by a teacher to do so as part of a class requirement.
- I will be courteous and respectful of property including but not limited to data, programs, written and printed materials and equipment.
- I understand that Sequoia Pathway computers and Internet resources will not be used for commercial purposes without prior written consent of Sequoia’s Governing Board.
- I will not participate in any form of cyber-bullying.
- I recognize that the use of the Internet and computers at Sequoia Schools is a privilege, not a right. Abuse or misuse of that privilege may result in loss of privilege or disciplinary action. If the student is enrolled in a computer or technology class the student may be dropped from that class or removed from the lab resulting in loss of credit.

FAMILY EDUCATION RIGHTS AND PRIVACY ACT (FERPA)

Sequoia School has established written policies regarding the collection, storage, retrieval, use and transfer of student educational information. Files are maintained to ensure the confidentiality of the information, and to guarantee parents’ and students’ rights to privacy. The policies and procedures are in compliance with: *The Family Education Rights and Privacy Act; Title 20, United States Code, Sections 132g and 1232 h and the Federal Regulations 34CFR, Part 99 issued pursuant to such act; The Education of Handicapped Children Act: Title 20, United States Code, Sections 1412(2_(d) and 1417 © and the Federal Regulations (34 CFR 300.560.300.574) issued pursuant to such Act; and Arizona Revised Statutes Title 15 Section 141.*

EXTRA-CURRICULAR ACTIVITIES AND SPORTING EVENTS

To be eligible for participation in extra-curricular activities, a student must be passing all subjects each week with a **minimum 2.0+ GPA, with NO Failing grade.**

The grade for each subject will be calculated on Fridays, based on grades through Thursday, by averaging all grades in that class. Students who are not meeting such criteria will not be eligible to participate in competitions before, during, or after school until that the minimum required is met. *Students who have been deemed ineligible for a week or more due to not meeting the minimum grade requirement will not be allowed to participate in all activities, including practices, until the student is deemed eligible.*

Students, who desire to participate in extra-curricular activities after school including practice sessions, must be in attendance at school by the beginning of 5th period on the day of the activity. This is for students who are enrolled in a full eight period day. The students with a shortened schedule must be in attendance the last half of their scheduled day. Exceptions, such as doctor or dental appointments may be made on an individual basis as deemed excusable by the principal. The above conditions do not apply to field trips which are part of class assignments. Students who are on suspension, or have been expelled from school are ineligible to participate in any activities until the suspension or punishment has been served. Furthermore, if a student is suspended from school, he or she will miss the next scheduled game or competition. If the student is suspended twice or more during a season, that student will be removed as an active member of that team or group. If a student is removed from a team, it is up to the discretion of administration and athletic director whether or not he or she will be allowed to participate on another team in the same school year.

Athletic Department Mission Statement- It is the perpetual purpose of the Athletic Department to support and administer interscholastic sports as a supplement to academic curriculum and citizenship development. The Department believes the lessons learned through sports, including sportsmanship, cooperation, commitment and the results of hard work will develop balanced students and lead to enhanced performance in the classroom as well as in the community. The Department views athletic participation as not just a privilege, but also a key component to the mental and physical growth of Pathway students.

Student Athlete and Parent/Guardian Conduct- Student athletes and their families are required to conduct themselves pursuant to the Athletic Department's Mission Statement at all times during practices and games. Student-athletes and their fans are subject to removal or suspension from athletic events at the discretion of the Athletic Director, (Assistant) Principal, and/or Dean of Students for conduct (on or off-campus) that is deemed detrimental to the school and Athletic Department.

"Your kid's success or lack of success in sports does not indicate what kind of parent you are. But having an athlete that is coachable, respectful, a great teammate, mentally tough, resilient and tries their best is a direct reflection of your parenting."

INSURANCE

Sequoia does not carry insurance for students' medical or dental costs if they are injured during school activities. Parents are responsible for their student's insurance.

FIELD TRIPS

Field trips are taken for educational purposes. A student field trip permission slip is required for the student to attend the scheduled field trip. The field trip permission slip must be turned in one week prior to said field trip. Inappropriate behavior during a field trip is subject to Sequoia Pathway's regular day discipline policies and procedures. Some field trips may require particular grade limit constraints. Teachers and administration reserve the right to add additional requirements in order to participate in field trips.

LOST AND FOUND

Lost and Found items are stored for 30 days. When items are not claimed and have been stored in excess of 30 days, they will be donated to a charitable group. Lost and found items are stored in the front office.

STUDENT PUBLICATIONS

The Governing Board recognizes the value of official school publications in teaching journalism, English, writing and other skills. It is the intent of the board to support and encourage such publications. Students shall be required to submit publications to the principal for approval prior to distribution.

FIRE ALARMS/BOMB THREATS/FALSE REPORTS

Students or persons reporting and/or creating false fire alarms, bomb threats or potentially harmful reports will be disciplined both internally and by notification of the police.

HEALTH SERVICES AND MEDICATION

We ask parents to supply emergency medical information for each of their students with a list of health problems and emergency contact information. **Please inform the office if your address, home phone, business phone, or emergency phone numbers change at any time during the school year.** If we cannot reach you in an emergency, we may call the paramedics or an ambulance if necessary. The cost of this service is the parent's responsibility.

State regulations prohibit a school employee from treating an ill or injured student. If your child becomes ill or is injured, you or your emergency contact will be called. Students who cannot return to class must be promptly picked up.

In order to be in compliance with state guidelines, Sequoia Pathway has implemented the following policy on dispensing medications to students during school hours:

- Whether a prescription drug or an over-the-counter drug, the medication must come in the original container with explicit directions. Parents must bring the medication to the Health Office and fill out the proper forms before it can be dispensed to the student. Your pharmacist should be willing to provide two medicine vials, one for home and one for school if necessary.
- Do not send medication to the school with your child. It will not be accepted. You will be called to come to the school immediately and complete the proper forms for the child to have the medication dispensed.
- All students are required to have the proper amount of immunizations before entering school. If your child is not in compliance, his/her attendance at school may be disrupted until the series of shots needed is begun.

CONTRACT OF EXPECTATIONS

Sequoia Pathway is dedicated to providing a safe, nurturing atmosphere of respect that fosters a love of learning. To this end, parents and faculty have developed the Contract of Expectations that the parents and students will both sign. These policies and expectations are in effect during school hours, within the vicinity of the school and during participation in any school activity.

- All students will conduct themselves and carryout his or her actions with pride, respect and responsibility;
- All students will respect and obey the law;
- All students will respect the property of others;
- All students will demonstrate respect for ideas, beliefs, cultures, individual differences of others;
- All students will respect the privilege of education.

BEHAVIOR POLICIES

The following behavior policies are a part of the contract the student and his/her parents will agree to while they are a student at Sequoia Pathway Academy. These policies are in effect during school hours, within the vicinity of the school and during participation in any school activity.

- Sequoia Pathway may elect not to admit students who are currently under disciplinary action or who have been withdrawn pending such action from another school, such as expulsion. If the school discovers that a student has been previously expelled, the student's enrollment may be terminated.
- A student who has been suspended or long term suspended or has withdrawn pending a disciplinary action from Sequoia Pathway, may not return to the vicinity of the campus during a school day or attend any school functions. Doing so may result in the student's expulsion and or police involvement. During the school day, students may not associate with individuals who are suspended or who have been expelled.
- Sequoia students should avoid all individuals and groups who are involved in acts that violate the school's Contract of Expectations. Students who associate with others who are violating the Contract of Expectations may be deemed guilty by association and disciplined accordingly.
- A student and/or his possessions may be searched if there are reasonable suspicions that they are in possession of illegal, dangerous, or inappropriate items.
- A student may be required to undergo alcohol or drug screening if there is reasonable suspicion of substance abuse. A positive test result or a student's refusal to submit to such a test may result in suspension or expulsion.
- The student and a parent are required to attend a conference with the Assistant Principal, Dean of Students, or Principal to discuss readmission following a five-day suspension. *A student who is readmitted may be placed on probation. Any misconduct occurring during the probation period may result in expulsion.*

HOMEWORK, CLASSWORK, GRADING AND STUDENT ASSESSMENT POLICY

- In the case of any school absences that fall within what is deemed to be allowable, students have an equal amount of day(s) to make up any missed work.
 - Ex. 1 – If a student misses a day of school, the student should receive one additional day to make up the assigned work. This, however, is not true in ALL situations such as in the case of a project and/or assessment that has been assigned for a length of time.
 - No late work will be accepted in any course that exceeds two weeks (14 calendar days) in tardiness.
- Sequoia Pathway Academy will implement the following percentages in coursework in grades 7-12:
 - 45% Assessments
 - 40% Classwork
 - 15% Homework and Participation

DRESS CODE, 7-12

The purpose of Sequoia's dress code is to minimize distractions to learning and promote positive, modest choices in dress. Our dress code standards are meant to be conservative. All students enrolled in Sequoia Schools are expected to abide by the following dress code while on campus or while attending off campus Sequoia School sponsored activities including field trips, parties, and sporting events. Violations of Dress Code Standards are covered in the discipline system.

It is our goal to remain as consistent in dress code as possible. This begins with you as parents. As dress code continues to be an ongoing issue, families should be cognizant of what is acceptable to wear to school in order to avoid the next step, which is a school uniform. If a student is in violation of the dress code, the parent will be notified and expected to bring another option of dress to their student. The student will not be permitted to return to class and will be marked "absent" from class until this happens. This absence will count against the student's attendance. Habitual offenses towards dress code could result in further disciplinary actions. Any concerns or confusion regarding dress code needs to be directed to school administration.

Specific standards are covered in the following:

- Clothing that is cut off, tattered, torn, or has holes must be repaired before being worn to school. Clothing that is bought or deemed "fashionable" with holes, may be worn pending the approval of the administration. Generally speaking, holes may not exceed one inch in diameter and should remain in the vicinity of one's knee. Inappropriate showing of skin or undergarments through holes is unacceptable.
- Gang paraphernalia including, but not limited to, bandannas, hairnets, and clothes with obvious gang colors or markings, may not be worn.
- Clothing with chains may be worn if the chains are attached or sewn to the clothing and are not hanging free.
- Baseball caps, hats, hoods or visors may be worn to and from school and during outside activities. They may not be worn inside any building.
- Shirts or T-shirts must cover the waistband of pants, or stay tucked-in to the waistband of the pants, with no midriff or lower back exposed at any time. Button up shirts must be completely buttoned with an exception of the top collar button.
 - FEMALES: Shirts must meet the minimum requirement of covering the area that meets the upper-shoulder ("tank tops" are NOT allowed) and must fit closely under the armpits. Low-cut necklines are not acceptable. No tube tops are allowed, nor are any shirts that may expose one's midriff, back or side skin and this includes when the student raises his or her hand(s) in class. No part of a bra or bra straps may be exposed.
 - MALES: All shirts must have sleeves and at least cover the shoulder.
- Pants, Shorts, Bottoms
 - FEMALES: Shorts and skirts must pass the "pointer finger" rule, which means that the clothing may not be shorter than where the student's pointer finger touches the leg when the arm is hanging straight down. "Yoga" and knit pants may be worn but must fit appropriately (administrative discretion). Clothing that restricts movement is not acceptable. Tights and leggings may be worn under proper length shorts, pants, skirts and dresses that comply with dress code.
 - MALES: Extremely baggy/saggy style shorts or pants showing underclothing, are not acceptable. The fact that a student may wear an excessively large shirt in attempt to hide the baggy pants does not negate the fact that pants or shorts are deemed to be baggy. All pants/shorts must fit around the waist and be properly fastened. The length of the pants should be appropriate for the height of the student, not hinder walking or running.
- Inappropriate, suggestive, or obscene language, advertisements or images including violence, drugs, alcohol, tobacco, sex, nudity, occultism, gang symbols, racism, sexism or other possible offensive symbols are not allowed on any article of clothing or on any item brought to school.
- No house slippers, regardless of sole, or any foot coverings that appears to be unsafe for everyday activity may be worn. Sandals are allowed but must have sufficient covering to remain on the foot during normal school activity. Soles and heel of shoes or sandals may be no higher than two inches.
- Facial piercings are limited to a single stud in the nose only; no hoops, rings, or spikes may be worn in one's face. "Clear piercings" are not an exception. All other facial piercings are not allowed, examples are but not limited to lip, tongue, eyebrow, chin, and cheek. Earrings and all other jewelry should be moderate in size and amount worn so as not to be a distraction or pose a safety hazard for the student.

- No spiked accessories are allowed. This includes earrings.
- Hair must be a natural human hair color; blue, green, pink, orange, bright red, purple and all other unnatural shades are NOT permitted. If a student chooses to dye his or her hair, it must be a color that a human can naturally grow. Hair may not be distracting to others. Appropriate grooming and hygiene standards must be met. Hair must be neat, clean and conservative in color cut and style. No Mohawks, long spikes (longer than 2 inches) or brightly, unnaturally colored hair allowed. Streaking, tipping and other hair-coloring treatments and styles may be considered out of dress code if teachers/admin deem them distracting to learning. “Feathers” may be worn if they match the student’s hair at the time. Exceptions in hair coloring may be made for plays, parties or other school events with safety and modesty being a priority.
- No transparent or see-through clothing is permitted.
- No trench coats, long coats, or coats whose bottom hem is below the knees are allowed.
- Pajamas (and pajama pants) and all other types of sleepwear are not permitted. Exceptions may be made for school events and parties.

The Supreme Court has decided that although students do not give up their Constitutional Rights on school grounds, the free speech rights of students are not absolute (Tinker and Bethel). Courts have also found that schools are allowed, within constitutional bounds to consistently apply a reasonable dress code that reflects its values and serves the valid educational function of instilling discipline and creating a positive educational environment (Hines v. Caston). [In addition, federal courts have found that students have no Constitutional Right to wearing “sagging” pants (Bivens v. Albuquerque).]

Students and their parents/guardians have the responsibility to be aware of the school's specific dress code and to conform to these requirements. If a student or parent has any questions about whether specific attire or accessories are in compliance with this dress code, they should contact the administration prior to wearing such attire or accessories in order to ensure compliance. 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.

Administrative Discretion

Sequoia Pathway Academy administration has the final decision whether a garment or accessory meets the dress code. Parents will be notified if a student is in violation of the Sequoia Pathway dress code. Students may be asked and will be expected to fulfill any reasonable request by administration. Additionally, continuous disregard of dress code could result in a suspension.

DISCIPLINE AND ATTENDANCE POLICIES SEQUOIA PATHWAY CHARTER SCHOOL

PHILOSOPHY

The Board of Education believes that the primary obligation for developing self-discipline, responsibility and respect for other people rests with the home and the parents. Children who have developed these qualities usually progress well in school. The school is also concerned with the development of attitudes, habits and behaviors, and must provide a positive learning environment; therefore, a strong teacher-parent partnership will be created to increase student achievement. Classrooms are places of learning. Students will be held responsible for their behavior, grades, and success. In order to meet this shared responsibility for the maintenance of positive behavior:

PARENTS SHOULD:

- Keep in regular communication with the classroom teachers concerning their student's conduct and academic progress.
- Be in communication with the front office with any anticipated absence or tardy.
- Ensure that their student is in daily attendance and promptly report any absence or tardy.
- Provide their student with the resources needed to complete class work and be successful in school.
- Assist their student in being healthy, well groomed, and clean.
- Bring to the attention of school authorities any problem or condition which affects their student or other students in the school community.
- Discuss report cards, classwork, homework, as well as grades and attendance online.
- Maintain current telephone numbers including home, work, cell phone, and emergency contact numbers. If these change, please call (520) 568-9333.

STUDENTS SHOULD:

- Attend all classes daily and be on time.
- Come to class prepared with appropriate materials.
- Work to the best of their ability.
- Come to school to learn.
- Be respectful of all individuals and property.
- Conduct themselves in a safe and reasonable manner.
- Be well-groomed and clean.
- Graduate from high school.
- Prepare for advanced training beyond high school.
- Abide by the rules and regulations set forth by the school and classroom teachers.
- Remain out of staff vehicles at all times.

EDUCATORS SHOULD:

- Set high expectations for student learning and achievement.
- Maintain a positive and safe learning environment.
- Provide a flexible curriculum to meet the needs of all students.
- Utilize a discipline program based upon fair and impartial treatment of students.
- Develop a positive working relationship among staff and students.
- Establish and maintain regular communication with parents.
- Seek to involve the entire learning community in order to improve the quality of life within the school and community.

PURPOSE

To ensure an atmosphere that is conducive to learning, it is necessary to carefully balance a student's individual rights with his or her responsibilities. In an effort to preserve this balance, the school has approved this code. The intended effect is to create a positive and safe learning environment for the Sequoia Pathway Academy Campus.

The various sections of this policy are intended to comply with local, state, and federal laws. If any section of this document is found to be contrary to law or constitutional rights, it shall be revised.

INTRODUCTION

Sequoia Pathway Academy students are expected to have self-respect and self-discipline in order to be successful in the classroom and on campus. All teachers will implement a classroom discipline plan which includes consequences and rewards. Additionally, Sequoia Pathway Academy teachers have implemented Lunch Detention and Wednesday Refocus School Programs for those students that violate classroom rules.

The Student Code of Conduct as stated in this planner will be enforced through disciplinary referrals by staff members, teachers, and other personnel. The administration will process all disciplinary referrals using the guidelines stated in the planner.

DEFINITIONS

Bullying: Sequoia Pathway is committed to providing all students with a safe school environment where everyone is treated with respect. Students have a right to be free from any form of bullying. Students, parents, and school employees have a right and a responsibility to report incidents of bullying.

Definition: Use of superior strength or influence to intimidate someone typically to force him or her to do what one wants. *A person is bullied when he or she is exposed, repeatedly and over time, to negative actions on the part of one or more other persons, and he or she has difficulty defending himself or herself.*

Cyber Bullying: Electronic posting of mean-spirited messages about a person (as a student) often done anonymously. Typically, cyber bullying is seen through text (SMS and MMS) messages and social media avenues such as, but not limited to, Facebook and Twitter. As the access and availability of such technology has dramatically increased over recent years, it has been a challenge to keep up with this trend.

As a school, we understand students to be extremely savvy in their use of such technology and while most intentions are good, we have found that not all students understand the impact and lasting impression of such actions. In past years, it has been policy that a student's life and any conflicts outside of school are deemed personal and it does NOT involve the school. However, it has become extremely apparent that this is not the case as it nearly always leaks over into the daily life of school for said individuals.

It is now the policy of Sequoia Pathway Academy (grades 7-12) that in the scenario of any cyber bullying taking place between Pathway students, it will be considered and handled as a school matter and in alignment with our student behavior policies.

As parents, Sequoia Pathway encourages you to be leaders in this charge. Please be cognizant of what you post on social media sites for the sake of modeling such behaviors for our students.

SEARCHES

The administration has the right to search and seize property, including school property temporarily assigned to students, when there is reason to believe that some material or matter detrimental to the health, safety, and welfare of the student(s) exists.

Items provided by the school for storage (e.g., lockers, desks) of personal items are provided as a courtesy to the student, but remain the property of the school and are subject to its control and supervision. Students have no reasonable expectation of privacy: lockers, desks, storage areas, backpacks, vehicles, etc., may be inspected at any time without notice by school personnel. A.R.S. 8-303, 8-823, 8-304, 8-802, 8-821, 13-3881, 13-3883 A.G.O. I04-003, I88-062, I77-211, I91-035, I82-094

Detention: A detention will be held at lunch and will last for the entire lunch period for students. Students will be given an ample amount of time to eat during the detention. A detention may be given to a student for reasons including, but not limited to, tardiness, disrespect, insubordination, or failure to follow reasonable requests which are defined by Sequoia Pathway Academy. A student's failure to report to detention on time will result in receiving another detention. After the fifth detention, students will receive a one-day suspension if the five prior detentions occurred within a five-week time period.

Wednesday Refocus School (WRS): WRS takes place on campus on Wednesday afternoons from 3:00pm-6:00pm. Generally students are assigned to WRS due to behavioral acts that do not warrant a suspension OR, in agreement with parent/guardian, low academics.

Suspension: The act of prohibiting a pupil from attending school and school-related activities for a period up to ten (10) school days.

Out-Of-School Suspension: A suspension that must be served away from the school building and grounds. A student that is suspended shall not attend any school activity while on suspension.

In-School Suspension: A suspension that will be served within a designated room and place at school. The student will be allowed to use the restroom upon request and will be served lunch if they have paid for one. The student will generally be isolated and will receive schoolwork and/or homework that is assigned by their teachers.

Expulsion: An action taken by the school board to prohibit an enrolled pupil from further attendance.

Wednesday Refocus School (WRS) Guidelines

- Students are assigned WRS from 3:00 P.M. - 6:00 P.M. on Wednesday afternoon for infractions deemed inappropriate by administration. Students must arrive on time! There will be NO admittance after 3:00P.M. Students that arrive late will be assigned an additional WRS session. Failure to report without a valid reason approved by administration will result in a **minimum** one day out-of-school suspension starting the following day (not to exceed five days). WRS will dismiss at 6pm, students must be picked up promptly by a parent/guardian or leave the school grounds.
- WRS and/or further disciplinary action may be assigned to a student for the following conduct: Tardiness, Absenteeism, Excessive Detentions, Horseplay, Low Academics, Disrespect, Insubordination, Offensive Language, Leaving Class w/out a Pass, Etc.
- Students that have excessive absences may make up time for lost instructional days by attending WRS. Attending one session of WRS will result in credit for one absence.
- WRS is a detention study hall. Students are required to bring homework and/or study materials. Students are expected to complete homework, study for tests, and complete reading material that will positively affect their academics. Students that do not bring sufficient work will be given a packet that must be completed by the end of the WRS session. In addition to individual assignments, students may be required to complete work assigned by a staff member, which provides tutorial assistance and/or decision making intervention strategies.
- Students are notified verbally of assigned WRS by their Principal and/or Dean of Students. In addition, WRS is documented in the student's behavior log, the parent or guardian is notified, and the student will receive a WRS referral with the assigned time and date to give to parents.
- All school policies and rules apply at WRS. Negative behavior such as, but not limited to, disrupting, insubordination, sleeping, and refusal to complete work will result in dismissal from WRS. An additional session will be issued to the student.

Wednesday Refocus School Student Expectations

- Students shall have sufficient learning materials for the entire WRS session.;
- No talking, distracting others, drawing, sleeping or resting head on desk, reading magazines;
- No food, gum, candy or beverages may be consumed;
- No Electronic Devices – Cell Phone, MP3 Player, Computers, et cetera.

SCHOOL AND CAMPUS DISCIPLINE

The purpose of sending a student to the Dean of Student's, Assistant Principal's or Principal's office is to remove a disruptive student from interrupting the learning process. During this time, the student will have their Disciplinary Referral processed, which includes a phone call to the parents informing them of the consequences of their actions.

The disciplinary consequences for each step are as follows:

STEP 1: Referral to Principal/Dean for a conference, incident recorded.

STEP 2: Referral to Principal/Dean for a conference. Notice sent to parents and lunch detention.

STEP 3: One (1+) day suspension. Parent notification and written notice sent to parent..

STEP 4: Two (2+) days suspension. Parent notification and written notice sent to parents.

STEP 5: Three (3+) days suspension. Re-entry conference with student and parent.

STEP 6: Four (4+) days suspension. Re-entry conference with student and parent.

STEP 7: Five (5+) days suspension. Re-entry conference and re-entry behavior contract.

STEP 8: Expulsion hearing before the Board of Education.

With the discretion of the administration and with parent permission, a student may be asked to perform community service in the cafeteria or around campus in lieu of a detention. It is up to the discretion of the administration as to whether or not a student is to serve an out of school suspension (OSS) or an in school suspension (ISS). With the exception of a fight or other actions that may warrant expulsion, a student may be put on a behavior contract after a series of suspensions. If a student violates a behavior contract, a three-day suspension will occur for the first violation, a five-day suspension will occur for the second violation, and a ten-day suspension will occur for the third violation and every violation thereafter. The exception to this series of disciplinary actions is a physical fight or any other action that may warrant expulsion.

With the discretion of the teacher, there may or may not be homework or make-up work provided in any case of disciplinary action that results in a suspension.

Administrative Discretion

The administration at Sequoia Pathway Academy reserves the right to have the discretion to determine the final consequence for any particular action or behavior.

A. SCHOOL AND CLASS ATTENDANCE

Right - Students enrolled in a Sequoia Charter School who are under the age of 21 are entitled to an education through the twelfth grade.

Responsibility - Students are expected to attend school every day.

Policy - Students will attend all classes and required meetings unless excused by the administration. Students are required to report to school and classes on time and remain on the school campus during regular school hours unless excused by school authorities.

<u>INFRACTION</u>	<u>STEP</u>	<u>SPECIAL PROVISIONS</u>
A-1 TRUANCY: Being absent from school without permission of parents or administrators	3	.
A-2 UNEXCUSED ABSENCE: Failure to report to assigned classes	3	
A-3 TARDIES: Not in assigned seat beginning of session	2	
A-4 EXCESSIVE TARDINESS: 6 or more in a 5 week period.	3	Behavior contract
A-5 EXCESSIVE ABSENCES: 10 or more in an 18 week period	3	Behavior contract or withdrawn from school

B. STUDENT/STUDENT RELATIONSHIPS

Right: Each student has the right to attend school and school activities and be free from threats against his or her feelings, physical well-being and property.

Responsibility: Each student shall be responsible to respect the feelings, property and physical well-being of other students.

Policy: Students will refrain from physical and verbal abuse and harassment directed at other students as well as any damage or theft of the property of a fellow student.

<u>INFRACTION</u>	<u>STEP</u>	<u>SPECIAL PROVISIONS</u>
<p>B-1 THREATENING/INTIMIDATING ACTS: The act of verbally, or by gesture, threatening the well-being, health, or safety of any student on school property, at a school activity or to and from school.</p>	3-5	Behavior contract
<p>B-2 FIGHTING/ASSAULT: Demonstrating hostile physical contact where one party inflicts harm on another.</p>	5-8	Referral to police when appropriate; Behavior contract
<p>B-3 DISRESPECT: To insult; call derogatory names; use obscenity toward, dishonor, or in other manner abuse verbally or in writing any member of the student body.</p>	3	Behavior contract
<p>B-4 BULLYING: Any form; Physical, Verbal (e.g. threats, taunting, teasing, name calling) Psychological (e.g. manipulating social relationships, spreading rumors) Social Media, and Cyber.</p>	5	Referral to police; Behavior contract
<p>B-5 SHAKE DOWN: The act of extorting anything of value from a person in the school, under pressure of either implied or expressed threats.</p>	5	Referral to police; Behavior contract
<p>B-6 PROPERTY DAMAGE:</p>	3-5	Restitution required through parental contract
<p>B-7 THEFT: Stealing of items or being an accessory to the act of stealing.</p>	5-8	Restitution required through parental contract. Referral to police.
<p>B-8 HORSEPLAY: Examples are, but not limited to tripping, shoving, punching while “just playing”</p>	1-3	
<p>B-8 SEXUAL HARRASSMENT: Unwanted words and/or touches of a sexual nature.</p>	5-8	Referral to police.

C. STUDENT/STAFF RELATIONSHIPS

Right: Students and staff have a right to work, study, and teach in an atmosphere of mutual respect. They also have the right to free inquiry and expression while being mindful of the responsibilities listed below.

Responsibility: Students have the responsibility to respect authority, feelings, physical well-being and property of members of the school staff.

Policy: Students shall refrain from willful and persistent disobedience, disrespect, threats or attacks directed at members of the school staff, as well as damage to, or theft of property belonging to school staff members.

<u>INFRACTION PROVISIONS</u>	<u>STEP</u>	<u>SPECIAL</u>
C-1 INSUBORDINATION: The willful failure to comply with any lawful instructions or reasonable requests of teachers, student-teachers, principals or other authorized personnel during any period of time when he or she is properly under the authority of such school personnel.	2-3	
C-2 THREATENING/INTIMIDATING ACTS: verbally or by gesture threatening the well-being, health or safety of any member of the school staff.	5-7	Notify Police; Behavior contract
C-3 ASSAULT: The act of physically assaulting any member of the school staff on school property or at any activity under school sponsorship.	8	Notify Police
C-4 DISRESPECT: To insult, call derogatory names, dishonor, make gestures, or in any other manner abuse verbally or in writing any member of the school staff.	4-5	Behavior contract
C-5 DISRESPECT FOR THE PROPERTY OF A MEMBER OF THE STAFF: Either on or off the school grounds.	5	

D. SCHOOL PROPERTY

Right: Each student is entitled to a well-maintained, clean and aesthetically pleasing school environment.

Responsibility: Each student is responsible to respect and help maintain the appearance and cleanliness of the campus.

Policy: Acts of vandalism, theft from and abuse of school buildings and grounds are prohibited.

<u>INFRACTION PROVISIONS</u>	<u>STEP</u>	<u>SPECIAL</u>
D-1 VANDALISM: The act of willful destruction of public property.		Behavior contract
D-1A: Destruction to render unusable	5	Restitution
D-1B: Defacing damage requiring repair	4-5	Restitution
D-1C: Damage to printed material	3	Restitution
D-2 THEFT		
D-2A: Theft not serious enough to report	5	Restitution

to police (\$50.00 or less)		
D-2B: Major theft (\$50.00 or more)	6	Report to police
D-3 LITTERING	1	Clean up
D-4 WRITING ON DESKS, TABLES OR WALLS	4	Restitution
D-5 BREAKING AND ENTERING	5-8	
To forcefully enter a school building or room.		
D-6 LOITERING	2-4	
To occupy a given area of which one is unscheduled or unpermitted to be present.		

E. PROTECTION OF THE PUBLIC PROPERTY

Rights: All people have the right to be safe and secure.

Responsibility: Students have a responsibility to conduct themselves in such a manner as to not pose a threat to the health and welfare of others.

Policy: The infractions listed below, as well as any act that poses a threat to the health and safety of students and/or staff, are strictly forbidden.

<u>INFRACTION PROVISIONS</u>	<u>STEP</u>	<u>SPECIAL</u>
E-1 DETONATION OF EXPLOSIVE DEVICES	8	Referral to police
E-2 FALSE ALARMS	8	Referral to police
E-2A The act of initiating a fire alarm or initiating a report warning of a fire or other catastrophe without just cause.		
E-2B Bomb threats.	8	Referral to police
E-3 ARSON The willing and malicious burning of or attempt to burn any part of any building or any property of the school or its staff and students.	8	Referral to police
E-4 IMPROPER USE OF MOTOR VEHICLES		
E-4A Reckless driving.	3-6	Referral to police
E-4B Unauthorized driving during the school day.	3	
E-4C Being in the parking lot during the 1 school day without a pass.		
E-5 POSSESSION OF WEAPONS IN SCHOOL BUILDINGS, ON SCHOOL GROUNDS ON SCHOOL RELATED TRANSPORTATION OR AT SCHOOL ACTIVITIES: Weapons include: firearms, a knife with a locking or fixed blade, a destructive device or a dangerous instrument.	8	Referral to police

E-6 POSSESSION OF SIMULATED WEAPONS: Simulated weapons are defined as an instrument, toy, or device that represents a weapon or firearm made of any materials that creates a replica or facsimile version. Any object such as a stick or finger concealed under clothing and portrayed as a firearm or weapon.	7-8	Referral to police Behavior contract
E-7 OFF PREMISES THEFT AT SCHOOL SPONSORED ACTIVITES	5	Referral to police
E-8 ABUSE OF TECHNOLOGY: Inappropriate use of internet through non-authorized websites, e-mails, postings, and other acts.	3-4	Loss of technology rights and access; removal from lab

F. ALCOHOL, TOBACCO AND ILLEGAL DRUGS

Right: Each student has the right to associate with students who are free from the use of alcohol, tobacco and illegal drugs and not be subjected to those wishing to buy, sell or use such substances.

Responsibility: Each student has the responsibility to keep his or her mind and body in a sound, healthy condition.

Policy: The use or sale of any non-prescription drugs, alcoholic beverages or tobacco is prohibited on schools grounds as well as at school sponsored activities.

INFRACTION PROVISIONS

	<u>STEP</u>	<u>SPECIAL</u>
F-1 ALCOHOL AND DRUGS		
F-1A Possession of alcohol, illegal drugs or drug paraphernalia.	8	Referral to police
F-1-B Selling or transmitting alcohol or illegal drugs and/or paraphernalia.	8	Referral to police
F-1-C Noticeably under the influence of alcohol or illegal drugs by obvious behavior and mood changes and/or the smell of substances on the person.	5-7	Referral to police when appropriate; behavior contract
F-1-D Student observation of the use of illegal drugs or alcohol.	4	Referral to police
F-1-E Use, distribution or under the influence of over the counter (otc) drugs.	4-7	Referral to police Behavior contract
F-2 TOBACCO: Possession, use, and/or distribution on school grounds.	4	Referral to police when appropriate; Behavior contract

G. OTHER DISCIPLINARY INFRACTIONS

<u>INFRACTION PROVISIONS</u>	<u>STEP</u>	<u>SPECIAL</u>
G-1 REPEATED OR SERIOUS CLASSROOM DISRUPTION	3	Parent conference; Behavior contract
G-2 DISRUPTION OF MEETINGS AND ASSEMBLIES	1-4	Possible exclusion
G-3 CHEATING/PLAGERISM (i.e. Stealing a test, tampering with a grade book, copying work, etc.) *Administrative and teacher discretion may be used.	3-7	Extreme circumstances may result in expulsion.
G-4 FORGERY: Written or spoken misrepresentation of the truth (i.e. forged passes, parent signatures, false phone calls, misinformation to school personnel, et cetera).	4	
G-5 INAPPROPRIATE USE OF ELECTRONICS: Cell phones, iPods or MP3 players (except for educational or medical purposes) and other inappropriate electronic devices.	1-3	Confiscated-required parent pickup
G-6 ABUSIVE OR OFFENSIVE LANGUAGE: used in the presence of staff members and/or students including written notes or published material as well as vocal.	3	
G-7 PUBLIC DISPLAY OF AFFECTION: inappropriate touching or embracing that would be considered a personal matter that should not be displayed in public.	2-5	
G-8 DRESS CODE VIOLATION: not adhering to the published dress code for the school.	3	Behavior contract
G-9 PURPOSE FALSE ACCUSATIONS AND/OR SLANDER TO STUDENT(S)/STAFF	3-7	
G-10 REFUSAL TO COOPERATE IN SCHOOL INVESTIGATION: non-cooperation with school investigations or lying to school authorities in the course of an investigation.	8	Grounds for expulsion
G-11 GAMBLING: Participating in games of chance for the purpose of exchanging money or something of value.	3	
G-12 INAPPROPRIATE WRITTEN MATERIAL Notes, drawings, symbols, or other written representations that depict offensive scenes, dangerous acts, drugs/alcohol, racism	3-4	
G-13 UNAUTHORIZED SALES: Selling of items without proper/prior approval from staff or selling of stolen or banned goods.	3-8	Behavior contract Referral to police

Sequoia Pathway Academy High School Graduation Evaluation 2014+ (Standard)

Name _____ Evaluation Date _____ Expected Grad _____

English - 4 Credits (8 Semesters)

1 English 9	3 English 10	5 English 11	7 English 12
2 English 9	4 English 10	6 English 11	8 English 12

Math - 4 Credits (8 Semesters)

1 Algebra	3 Geometry	5 Algebra 2	7 Financial Literacy
2 Algebra	4 Geometry	6 Algebra 2	8 Financial Literacy

Social Studies - 3 Credits (6 Semesters)

1 World History	3 American History	5 Government
2 World History	4 American History	6 Economics

Science - 3 Credits (6 Semesters)

1 Earth Science	3 Biology	5 Chemistry
2 Earth Science	4 Biology	6 Chemistry

Fine Arts/CTE – 1 Credit (2 semesters)

1
2

Electives – 7 Credits (14 semesters)

1 (PE)	7	13
2	8	14
3	9	
4	10	
5	11	
6	12	

22 Credits necessary to graduate.

Sequoia Pathway Academy High School Graduation Evaluation 2014+ (Advanced)

Name _____ Evaluation Date _____ Expected Grad _____

English - 4 Credits (8 Semesters)

1 English 9	3 English 10	5 English 11	7 English 12
2 English 9	4 English 10	6 English 11	8 English 12

Math - 4 Credits (8 Semesters)

1 Algebra	3 Geometry	5 Algebra 2	7 (Precalculus)
2 Algebra	4 Geometry	6 Algebra 2	8 (Precalculus)

Social Studies - 3 Credits (6 Semesters)

1 World History	3 American History	5 Government
2 World History	4 American History	6 Economics

Science - 4 Credits (8 Semesters)

1 Earth Science	3 Biology	5 Chemistry	7 Genetics and Biotech
2 Earth Science	4 Biology	6 Chemistry	8 Genetics and Biotech

Foreign Language – 2 Credit (4 semesters)

1
2
3
4

Fine Art/CTE – 1 Credit (2 Semesters)

1	2
---	---

Electives – 4 Credits (8 semesters)

1 (PE)	4	7
2	5	8
3	6	

22 Credits necessary to graduate.



BEHAVIOR REFERRAL FORM

Student Name: _____ Date: _____ Time or Period: _____ Grade: _____

Referring Teacher: _____ Homeroom Teacher: _____

LEVEL I INFRACTIONS	
<input type="checkbox"/> 1 Controlled Substance:Distribution <input type="checkbox"/> 2 Employee Assault	<input type="checkbox"/> 3 Explosive Devices <input type="checkbox"/> 4 Weapons

LEVEL II INFRACTIONS	
<input type="checkbox"/> 5 Arson <input type="checkbox"/> 6 Assault <input type="checkbox"/> 7 Cont.Sub:Posses/Use/Para. <input type="checkbox"/> 8 Directed Profanity/Gestures	<input type="checkbox"/> 9 Gang/Gang-Like Activity <input type="checkbox"/> 10 Harassment / Intimidation / Bullying <input type="checkbox"/> 11 Threat to Employee/Student/Other

LEVEL III INFRACTIONS	
<input type="checkbox"/> 12 Academic Misconduct <input type="checkbox"/> 13 Defiance <input type="checkbox"/> 14 Destruction of Property <input type="checkbox"/> 15 Disrespect <input type="checkbox"/> 16 Dress Code Violation <input type="checkbox"/> 17 Electronic Device in Class <input type="checkbox"/> 18 Fighting <input type="checkbox"/> 19 ISS Infraction <input type="checkbox"/> 20 Play Fighting/Horseplay	<input type="checkbox"/> 21 Tardy <input type="checkbox"/> 22 Theft <input type="checkbox"/> 23 Throwing Items <input type="checkbox"/> 24 Tobacco Use / Possession <input type="checkbox"/> 25 Transportation Violations (Per Policy) <input type="checkbox"/> 26 Truancy (Per Policy) <input type="checkbox"/> 27 Under the Influence <input type="checkbox"/> 28 Unnecessary Physical Contact/PDA <input type="checkbox"/> ** Other

INFRACTION DETAILS:

Teacher recommended Consequence: _____

PLEASE MARK INTERVENTIONS YOU HAVE ALREADY TAKEN	
<input type="checkbox"/> 1 Modified Methods/Positive Experiences <input type="checkbox"/> 2 Afterschool Detention(s) <input type="checkbox"/> 3 Phone call(s) home <input type="checkbox"/> 4 Behavior/Academic contract(s) <input type="checkbox"/> 5 Provided Choices <input type="checkbox"/> 6 Letter(s) Home	<input type="checkbox"/> 7 Lunch Detention(s) <input type="checkbox"/> 8 Moved Seat <input type="checkbox"/> 9 Removed from class <input type="checkbox"/> 10 Verbal Warning(s) <input type="checkbox"/> 11 Voluntary time-out(s) <input type="checkbox"/> 12 Other

Administrator's Signature _____ Date _____

Action Taken: <input type="checkbox"/> LD <input type="checkbox"/> ASD <input type="checkbox"/> ISS <input type="checkbox"/> OSS <input type="checkbox"/> OTHER DATE: _____ Days: 1/2 (AM PM) 1 2 3 4 5 6 7 8 9 10	Re-Entry conditions: <input type="checkbox"/> Behavior Plan <input type="checkbox"/> Behavior/Academic contract(s)	Parent Conference Date: _____ Time: _____
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Other: _____

SEQUOIA PATHWAY ACADEMY
19265 N. Porter Road
Maricopa, Arizona 85138

Sequoia Schools Automobile Policies

Students are expected to drive and operate motor vehicles in a safe and responsible manner at all times when on campus. The campus speed limit is 10 MPH. The safety of the drivers and all persons in the area is of extreme importance. You are expected to use good judgment in operating a motor vehicle and to avoid any situation that would endanger yourself or others.

Rules Regarding Student Driving, Parking, and Use of Vehicles on Campus

- Only students who possess a valid driver's license are permitted to drive to school and park in the school's parking lot. Vehicles driven on to the Pathway campus must be properly licensed, insured and free from offensive bumper stickers, window stickers or other materials that would be considered offensive through generally held beliefs.
- Students are responsible for operating their vehicles safely and within the rules of school. Failure to do so may result in the loss of parking privileges on campus.
- Students are not to visit cars or the parking lot during the school day. Cars are not to be used for books/equipment storage during the school day.
- Students may not park their vehicles in the first two rows of parking spaces, south of the building. Staff member and school vehicles have priority for parking spaces over students. Students are not to park in any parking space that is labeled reserved for a staff member or school vehicle.
- Student vehicles may be searched if there is reasonable suspicion that they are in possession of illegal, dangerous, or inappropriate items or substances. A student's refusal to cooperate with such a search may result in suspension or expulsion. By signing this form and parking your vehicle on Sequoia School campus you give consent to search.
- Parking regulations are strictly enforced. It is considered a privilege to park on school grounds. Suspension of driving privileges, fines and/or suspension from school may result when these regulations are violated.
- The speed limit for the entire length of the parking lot is ten (10) miles per hour.
- Students are responsible for notifying the school if they change cars during the school year and for the proper registration of each vehicle.

_____ Date _____
Student Signature

_____ Date _____
Parent Signature

SEQUOIA PATHWAY ACADEMY
SIGN -OFF SHEET

Dear Parents/Guardians and Students,

Please read the following pledge and sign:

As the parent or guardian of this student, I pledge that I have read this handbook with my son/daughter. Together we acknowledge our understanding and acceptance of all the policies and procedures of Sequoia Pathway Academy contained in this handbook.

Our signatures below also signify our acceptance of the Technology Use Agreement, Fees Schedule, Automobile Agreement, Visitor Policy, and Photo/Video Permission. We further acknowledge we understand the requirements for graduation and the grading scale. Sequoia Pathway Academy has taken precautions to minimize network access to inappropriate material. However, we also recognize it is impossible for the school to restrict access to all questionable materials and as such we will not hold them responsible for materials acquired on the network. We acknowledge being informed that the classroom books furnished to this student by the school are for this student's use. The books do not belong to the student and it is agreed they will not be defaced in any way. If these books need to be replaced, the replacement cost will be the responsibility of the student/parent. It is agreed that all books will be returned prior to the last day of school.

We acknowledge the levels of discipline as outlined in the Discipline Guide, and will respect the schools authority to handle matters of discipline.

After signing, carefully remove this page from the handbook section. Your son/daughter is required to return this page to their teacher the first day of school. If you have any questions concerning any of the information in the handbook section, please call Sequoia Pathway Academy at 520-568-9333. Failure to return this form could result in denial of certain privileges on campus, such as use of the computers. These policies and procedures may be revised at the discretion of the administration if deemed in the best interest of the school. If revisions are made, you will be notified immediately.

(Print Student's Name)

(Student's Signature)

(Date)

(Print Parent's Name)

(Parent's Signature)

(Date)

