

Student Code of Conduct

These policies are subject to change with the approval of the Governing Board

Students are expected to conduct themselves at all times in a manner that will bring credit to themselves, their parents, and the school.

It is important that students know that the school staff is legally responsible for the conduct of students during school hours, while the students are on campus or at any school function. Students are expected to follow directions provided by all staff members during these times of responsibility.

DRESS CODE

It is the belief of the faculty, staff and administration that school pride, morale and image are influenced by the general appearance of our students. Additionally, Marcos de Niza 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. We want to provide freedom for students to express themselves within the set of parameters listed below.

CLARIFICATION OF INAPPROPRIATE DRESS

- Attire or accessories which advertise, display and/or promote any drug, alcohol, tobacco or sexual activity, violence, disrespect, lewd, vulgar, profane or obscene language and/or bigotry towards any group or person are not allowed.
- Any attire or grooming deemed to be gang-related is prohibited when such attire or grooming creates an atmosphere of threat, intimidation or undue pressure or disrupts the educational environment/process or interferes with curriculum goals/educational objectives. Examples include, but are not limited to, memory shirts, bandanas, curl caps, and/or hairnets, and do rags.
- Dress, jewelry, skin markings (temporary or permanent), and other accessories that present a risk to health, safety and general welfare of students which express obscenities, expose the chest (no cleavage), abdomen, genital areas, upper thighs (meaning any movement required of students that results in the exposure of undergarments or genital areas) or buttocks are prohibited. Examples include, but are not limited to low cut or see-through blouses, muscle shirts, undergarments worn as outer garments (including tank top undershirts), tube tops, halter tops, back-less tops, pants that drag excessively on the ground or any clothing that allows underwear or bare skin to show at the waist, clothing that allows undergarments to be exposed, spiked jewelry and chains, clothing or other articles of apparel considered by the staff to be immodest, obscene, or objectionable will not be allowed.
- Body piercing that is a safety hazard and/or hinders performance in the classroom is not allowed.
- Shoes will be worn at all times according to state law.
- Sunglasses are prohibited in the classroom.
- Hats and other accessories may be allowed/disallowed at faculty/staff discretion.
- Exceptions may be made for uniforms, formal attire and/or costumes.

HAZING

There shall be no hazing of any student. Hazing is defined as any act that injures, degrades, or disgraces: or tends to injure, degrade, or disgrace any student.

ELECTRONIC EQUIPMENT

No electronic devices are allowed on campus. This includes pagers, phones, lasers, and any other devices deemed disruptive by the administration. In the event that a student is caught with this item the guardian must pick it up from the school. There are no exceptions.

DUE PROCESS RIGHTS

Student suspension/expulsion

A student may be removed from contact with other students as a temporary measure. The authority to suspend a student for up to ten days, after an informal hearing is held, rests with the Superintendent or designee. If a danger to students or staff members is present, the Principal may immediately remove the student from school, with a notice and hearing following as soon as practical. Each suspension shall be reported to the Governing Board, within five days, by the person imposing it.

[A.R.S. 15-843 (I)(K)]

In all cases, except summary suspension where a danger is evident, the student shall remain in school until applicable due-process procedures are instituted. Students under the age of 18 will not be released early from school unless their parents have been notified.

A recommendation to expel shall be through the Principal and forwarded to the Superintendent. The authority to expel rests only with the Board. All expulsions requested shall have supporting data indicating the due-process procedure followed; the alternatives attempted; and the various District and approved agency resources used by the teachers, Principal, support staff, and parents to help the student adjust to the school environment.

Suspension - Regular Education Students

Suspension for ten days or less:

Step 1

- * The student will receive notice, written or oral, of what he is accused of doing and the evidence the school authorities have of the alleged misconduct.
- * Once the student has received notice, he will then be asked to explain his version of the situation.
- * The authorized District personnel shall make responsible efforts to verify facts and statements prior to making judgment.

Step 2

Following step 1, authorized District personnel may suspend the student for up to ten days, choose another disciplinary alternative, or exonerate the student. A written record of this action must be kept on file.

When suspension is involved:

- * A parent must be notified before the student is allowed to leave campus.
- If no parent contact can be made, the student may be isolated until dismissal time and then give a written message to the parents.
- * A letter to the parents will be written within a reasonable time to explain the terms and reasons for the suspension and to request a meeting to solicit their help.

If a special education student is suspended for an accumulation of twenty (20) days during the school year, a multi-disciplinary conference must be held.

Suspension for more than ten days or expulsion:

Step 3

A suspension of more than ten (10) consecutive days, a series of suspensions totaling twenty (20) or more days, or expulsion of a special education student requires a multi-disciplinary conference. Such a conference shall be for the purpose of determining:

- * Whether or not the offense is due to the student's handicapping condition
- * Whether or not the offense is due to the educational placement.

If the offense is due to the student's handicapping condition or the educational placement, the student may be unilaterally suspended or expelled, and other educational placement may be considered.

Step 4

If the offense is not due to the student's handicapping condition or the educational placement, the student may be suspended or expelled by following the procedure outlined above for students in general except when the total number of days during one school year equals twenty (20) or more days.

Step 5

If the behaviors are related to the handicapping condition or the educational placement, the District must determine an alternative placement and revise the individual educational plan. Alternative educational services must be initiated within ten school days after the date of the student's exclusion from school. Change in special education placement procedures must include:

*Written notice to parent(s).

*Review of placement, including the opportunity for a special education due process hearing.

*Review and revision of the Individual Educational Program (IEP) for provision of an appropriate educational program.

*Provision for a continuum of alternative placements, including the provision of a free, appropriate education in the least restrictive environment.

*Procedural and due-process rights required by the Education for All Handicapped Act.

Guidelines for Selected Offenses & Mandatory Discipline for Specified Offenses and DEFINITIONS OF SELECTED OFFENSES

*Refer to Policy JG pages J 390 + in the
District Policy Handbook*

Suspension/Make-Up Work Policy

*For more information see Policy JGD, JGE, and JFA, pages J440 +
in the District Policy Handbook*

Suspension for 1-3 days - The student/parent is responsible for making verbal contact with the teacher in order to get the make-up work. The student has 1-3 days to turn in the work for credit. (This is consistent with the Excused Absence Policy).

Suspensions for 4-10 or more days - The teacher will receive notification of the suspension and send homework for the 4 - 10 days to the Front Office within 48 hours. It is the responsibility of the parent/guardian to pick up the homework request. The student is expected to turn in all/any work upon return from the suspension.

Should tutoring be required, an appointment can be made with the teacher for the student to be accompanied by the parent/guardian to receive further instruction. This appointment should be during the suspension and after the school day is over.

All quizzes and tests can be made up at the teacher's convenience.

In the departments which require participation as make-up work, (i.e. Business, Industrial Arts, P.E., etc.) lab hours in the morning, lunch, and after school should be utilized by the student upon return from suspension to complete make-up.

GANGS

A GANG CONSISTS OF TWO OR MORE PEOPLE WHOSE ACTIVITIES VIOLATE THE LAW OR SCHOOL RULES. GANGS THAT INITIATE, ADVOCATE, OR PROMOTE ACTIVITIES THREATEN THE SAFETY OR WELL-BEING OF PERSONS OR PROPERTY ON SCHOOL GROUNDS OR THAT DISRUPT THE SCHOOL ENVIRONMENT ARE HARMFUL TO THE EDUCATIONAL PROCESS. THE USE OF HAND SIGNS, GRAFFITI, OR THE PRESENCE OF ANY APPAREL, JEWELRY, ACCESSORY, MANNER OF DRESS OR GROOM THAT, BY VIRTUE OF ITS COLOR, ARRANGEMENT, TRADEMARK, SYMBOL, OR ANY OTHER ATTRIBUTE INDICATES OR IMPLIES MEMBERSHIP OR AFFILIATION WITH SUCH A GROUP IS PROHIBITED BECAUSE OF ITS DISRUPTION TO EDUCATIONAL ACTIVITIES AND BECAUSE SUCH ACTIVITIES AND DRESS PRESENT A CLEAR AND PRESENT DANGER TO THE STUDENTS OF MARCOS DE NIZA HIGH SCHOOL. GANG AFFILIATION CAN RESULT IN REMOVAL FROM SCHOOL.

PROHIBITED WRITTEN MATERIAL

Any student found in possession of or distributing any prohibited written material may be suspended for the duration of the school year or a semester, whichever is greater. Seniors face non-participation in the graduation ceremony. All students face a charge of libel and defamation of character.