



# **Mountain Ridge High School Parent/Student Handbook**

22800 N. 67th Ave.  
Glendale Arizona 85310  
(623) 376-3000  
[mrhs.dvusd.org](http://mrhs.dvusd.org)

[Updated July, 2023]



space, and

# Mountain Ridge High School Motto: Respect the Ridge

B6

There are three components to our motto:

1. **Respect Yourself**

2. **Respect Others**

3. **Respect the Ridge**

**Respecting yourself** is defined as:

Be engaged, be positive, and be accountable

Advocate for yourself

Practice healthy habits

See Challenges as opportunities

**Respecting others** is defined as:

Be compassionate

Respect the time, space, and

bfm

5 HVS to

compassionate

# **Student Responsibilities**

A responsibility is an obligation one has to ensure that the rights of all are protected. All students have the responsibility to:

**Attend school to receive**

# Regular Schedules

	Schedule 1		Schedule 2		Schedule 3		Early Release	
<b>Period 1</b>	7:30 - 8:26		7:30 - 8:20		7:30 - 8:20 AcaPrep 8:20 - 9:00		7:30 - 8:12	
<b>Period 2</b>	8:31 - 9:32		8:25 - 9:19 AcaPrep 9:19 - 9:59		9:05 - 9:59		8:17 - 9:04	
<b>Period 3</b>	9:37 - 10:33		10:04 - 10:54		10:04 - 10:54		9:09 - 9:51	
<b>Period 4</b>	Class 10:38 - 11:35	Lunch 10:33 - 11:06	Class 10:59 - 11:49	Lunch 10:54 - 11:27	Class 10:59 - 11:49	Lunch 10:54 - 11:27	Class 9:56 - 10:38	Lunch 9:51 - 10:21
<b>Period 5</b>	Class 11:11 - 12:08	Lunch 11:35 - 12:08	Class 11:32 - 12:22	Lunch 11:49 - 12:22	Class 11:32 - 12:22	Lunch 11:49 - 12:22	Class 10:26 - 11:08	Lunch 10:38 - 11:08
<b>Period 6</b>	12:13 - 1:10		12:27 - 1:17		12:27 - 1:17		<del>11:10 - 11:51</del> 3Δ	



# General Information/Services

## Student Drop Off/Pick Up

Drivers should always exercise caution while operating a vehicle near or on campus, particularly during morning and afternoon rush hours. Students are frequently distracted during these times and may not notice a moving vehicle near them.

Regular student drop off/pick up is prohibited in the Administrative Lot. This lot may only be used while school is already in session and special circumstances exist such as: a parent needs to enter the school for any reason, dropping off a late student who needs to be signed in, picking up a sick or injured student, and similar activities.

### Ridge Road Student Lot

Students may be dropped off or picked up in the Student Lot. Enter Ridge Road via the traffic light on 67<sup>th</sup> Ave. Proceed west to the first student lot entrance. Turn right (or northbound), and follow the blue arrow pathway along the curb. Drop off/pick up is permitted along the curb. Once your student is on/off, drivers will follow the blue arrow pathway back around to Ridge Road. Take Ridge back to 67<sup>th</sup> Ave.

### Patrick Lane

Students may be dropped off or picked up along the south or eastbound curb of Patrick Lane. This portion of the street is marked by the City of Glendale for this purpose. Drop off/pick up in the center turn lane or along the north or westbound curb is prohibited by the City of Glendale.

Please do not block the bus lane driveway by the basketball courts or the entrance to the MRHS Patrick Lot.

Students may also be dropped off or picked up inside the Patrick Lot. Drivers will enter the Patrick Lot, follow the blue arrow pathway to the right, or west and then around the lot, making the drop off-pick up near the campus gate. Once the student is on/off, then continue to follow the blue arrow and exit the lot. Please refrain from parking in this blue pathway.

## Parking

Due to limited space in our parking lot, parking is only available to seniors with the exception of some juniors who attend West-MEC during the school day. There is a \$100 parking fee and in-coming Seniors must apply for a parking spot at the end of their Junior year. **Since parking is limited, if during their Junior year a student has excessive absences and/or suspensions, they will not be allowed to apply for a parking space for their Senior year.**

Any student requesting a parking permit must meet the following requirements:

The vehicle must be properly licensed and insured.

The student must have a valid Arizona driver's license.

The student does not have excessive absences and/or suspensions during their Junior year.

A Parking Permit Application must be completed and signed by the student and parent/guardian.

A parking sticker must be placed in the lower corner of the driver's side back windshield.

All debts owed to the bookstore and library must be paid before a permit will be issued.

Notify the Conduct office for change in vehicle information.

Parking is a privilege and if you are in the lot without a permit, or failure to comply with parking regulations, disciplinary action may occur.

Above all, drive safely. We want to keep Mountain Ridge High School a safe place for everyone. For more information about parking on campus, please visit

[www.dvusd.org/mrhs-parking](http://www.dvusd.org/mrhs-parking).

## Dropping Off Items To Students

To minimize classroom disruptions, the following are the only things that will be allowed to be dropped off for a student during the school day:

iPad - this is the main way students access the curriculum

Lunch - only on an emergency basis

If a parent needs to drop off one of the above mentioned items, a pass will be sent to the student telling them to come pick up the item from the office at the appropriate time - the items will not be delivered to the student. The only exception to this is if a parent needs to bring medication and that must be taken directly to the nurse as no student is allowed to be in possession of any prescribed and/or over the counter medication.

Outside of those approved listed items, nothing else will be allowed to be dropped off. Some examples of some things that will **NOT** be allowed (not an exhaustive list):

Personal items such as phone, earpods, money

Class





A student who is in the legal custody of a natural or adoptive parent or other person to whom custody has been granted by a court order and who resides with the parent or other person within the boundaries of MRHS are considered residents of the District. (Ref. DVUSD Policy JFAA)

Only a parent who has legal custody can make school decisions for a child. Unless there is a court order stating otherwise, the



success for all students, so that they can achieve success in school and develop into contributing members of society. The MRHS Counseling Program was designed using the ASCA National Model established by the American School Counselor Association. A calendar of counseling classroom lessons and activities is posted on the [MRHS Counseling web page](#). To see a counselor, students should go to the Counseling Office before school, lunch, or after school to sign up for an appointment.

1. A counseling pass will be sent to the student's class as soon as possible. If the teacher feels the student cannot afford to miss class at that particular time, the student must respect the teacher's decision and reschedule the appointment.
2. The counseling pass will be time-dated for the student's return to class.
- eb 3. Parents are encouraged to call, email or complete an appointment request form with the counseling secretary for appointments in order to avoid conflicts.
4. These procedures will be followed except in special or emergency situations.

### **Distribution of Non-School Printed Materials on Campus**

Approval must be obtained from the Assistant Principal of Activities at least two days prior to distribution. A student denied approval may have the right of appeal to the Principal as part of due process. If a student posts any material without first getting approval, there may be disciplinary action taken. Stickers are not permitted on campus at any time.

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### **Lost and Found**

information and applications are made available at the time of registration. Students/Parents may also request the information from the Athletic Office. Student insurance or proof of insurance is required for participation in athletics.

## **Media Center**

The Media Center is open to all students daily from 7:00 a.m. to 3:00 p.m. The Media Center is open for research, reading, projects and studying **only with a teacher pass**.

A current year school I.D. is required for admission to the Media Center. Students may check out two (2) books for a two (2) week period. Renewal options are available. Late books are subject to

## Guest Speakers

Teachers must fill out the proper paperwork and get approval by administration to request guest speakers. Guest speakers or those who assist with a single event are not subject to the volunteer guidelines unless that single event falls into one of the fingerprint categories.

## Volunteers

Volunteering is a scheduled, pre-arranged activity. When a volunteer expresses an interest in working at school and wants to assist with the type of jobs for which help is needed, there are district guidelines that must be followed for safety and legal reasons before a volunteer begins to work. For the purposes of these guidelines and procedures, volunteers are defined as those people who donate time in schools or with students on a regular or recurring basis or serve as chaperones.

All volunteers must:

Complete Basic Training

Complete, and update annually, a Volunteer Service Agreement to be kept on file at the school

Complete, and update annually, a Volunteer Registration Card to be kept on file at the school

Sign in when on campus and sign out when leaving

Wear an identification badge provided by the school

Volunteers with no familial connection to the school must also complete an application and provide references

Follow all school rules

Please visit [click here](#) to schedule a training or to learn more about volunteering at Mountain Ridge.

## **Dances**

Dances sponsored by Mountain Ridge High School on or off campus follow the guidelines listed below:

1. The Homecoming dance is open to all students who attend Mountain Ridge High School. Prom is open to all Mountain Ridge Juniors and Seniors. Students may bring one guest. Suspended students may not attend Mountain Ridge dances if the dance occurs during their suspension. MRHS administration reserves the right to deny students and/or guests of students based on prior discipline.
2. Students must have a valid student ID to attend dances or receive permission from an administrator. Students under the age of 21, who no longer attend school, must have a valid form of identification that verifies their age.

3. Guest Policy: Each Mountain Ridge student may bring one guest to dances. Guest Dance Forms must be completed and turned in by the designated deadline date. It is the responsibility of the Mountain Ridge student to verify the approval of his/her guest before purchasing tickets. Guests must be in high school or if out of high school, under 21 years of age. All guests must present a valid high school ID or valid Driver's license. No middle school students are allowed to attend Mountain Ridge dances. Each guest must be accompanied by a Mountain Ridge student upon arrival or they will not be admitted to the dance. Administration may revoke this privilege on a case by case basis.
4. Students and guests must also submit a Code of Conduct at the time dance tickets are purchased. Poor behavior will cause a student to be asked to leave the dance and the student could face further consequences depending upon their actions. All DVUSD and Mountain Ridge rules and policies pertaining to student conduct apply to dances.
5. School dress codes apply to dances. (Exceptions are made for formal attire and are at the discretion of administration.)
6. At the discretion of the administration, students may be asked to leave the dance

# becomding

## Student Illness

A student should stay home if they feel ill in the morning or night before school. In order to keep everybody healthy at Mountain Ridge, we take any illness at school very seriously. If your child becomes ill at school he/she will need to be picked up immediately (within 1 hour) of calling a parent. Your child will not be allowed back on campus for 24 hours from illness and being fever and symptom free without medication. Please make sure arrangements for pick-up are made at the beginning of the year and your "Pink Sheet" is updated to accommodate this. Even if your student drives a vehicle they will need to have a plan because the nurse may not authorize that student to be able to drive home. This is the responsibility of each parent to have a pick-up plan in place in case of illness. If the nurse is not able to reach the parent, the emergency contacts will be contacted.

## Medications and Prescriptions

**NO STUDENT IS TO CARRY ANY PRESCRIPTION OR OVER-THE-COUNTER MEDICATIONS AND IF THEY ARE FOUND TO BE CARRYING IT ON CAMPUS, THERE WILL BE AN AUTOMATIC 3-DAY OFF CAMPUS SUSPENSION.**

Medication forms and Action Plans for chronic conditions will be on the nurse's website and on the table outside of the nurse's office at school. These forms need to be filled out and brought into school before the student starts school. Medication may not be shared with others. Failure to follow these rules could lead to consequences, including suspension or expulsion.

## Prescription Medications

All prescription medication must be stored in the Health Center.

1. There must be a written order from the physician stating the name of the medicine, the dosage, and the time it is to be given.
2. There must be written permission from the parent to allow the school or the student to administer the medicine. Appropriate forms are available from the school office.
3. The medicine must come to the school office in the prescription container or, if it is over-the-counter medication, in the original container with all warnings and

provided the pupil's name is on the prescription label, on the medication container or device and annual written documentation from the pupil's parent or guardian is provided that authorizes possession and self-administration. The student shall notify the school office secretary as soon as practicable following the use of the medication;

2. For breathing disorders, handheld inhaler devices may be carried for self-administration provided the pupil's name is on the prescription label, on the medication container, or on the handheld inhaler device and annual written documentation from the pupil's parent or guardian is provided that authorizes possession and self-administration.
3. Students with diabetes who have a diabetes medical management plan provided by the student's parent or guardian, signed by a licensed health professional or nurse practitioner may carry appropriate medications and monitoring equipment and self-administer the medication.

For further information, please see [Governing Board Policy JLCD](#)

#### Over-the-Counter Medication

The following rules must be followed for all over-the-counter medication:

1. A parent/guardian must provide all medication to the Health Center.
2. A medication form must be filled out and medications must be kept in the Health Center in the original bottle. \*Only the dose recommended by the manufacturer will be given. A dose greater than the manufacturer has recommended will require a physician prescription.
3. For information on inhalers and "Epi-pens", please refer to the Student Rights and Responsibilities Handbook.

Medications needed during field trips must be furnished by the parent to the teacher. All medications must be in



### PE Medical Excuse

Students requesting to be excused from P.E. must bring a note signed by their parent to the Nurse. The Nurse will then write an "excused from P.E." pass for the student to take to P.E. Any request for an excuse for three or more PE classes must be accompanied by a Physician's written order. All injuries requiring any type of orthopedic support or device on campus must be reported with a medical excuse and cleared through the Health Center.

### Chronic Health Conditions

If your child has been diagnosed with a chronic health condition please contact the nurse immediately. He or she will inform you of the DVUSD protocols/procedures necessary to ensure a healthy and safe environment for your child during the school day. A exclusion and exemption form is for Chronic Health Conditions for absenteeism at school (Lasting more than 3 months). The nurse should know of the chronic problem right away when a student is accumulating absences. For the health and safety of your student, this form will not be given to students who are not communicating with the nurse about the chronic illness at all times.

### Homebound Program

Students who must be absent from school because of physical disabilities or extended illness may qualify for homebound instruction. A doctor's written statement that the student will be absent 90 or more school days will be required. Forms are available in the Health Center.

## Requirements for <sup>x7</sup>Participating in Extra

In implementing this policy, the following clarifications apply to all students:

Students must successfully complete all classes in which they are enrolled: consequently, any student who withdraws from a class with a "W/F" or loss of credit due to discipline or any other reason, will be

## Athletics

Arizona Interscholastic Association (AIA) has final authority and ultimate responsibility in all matters pertaining to the interscholastic activities of each sport, and that authority shall be vested in the principal. The principal's responsibility shall include, but shall not be limited to, the following:

**Host School** - The basic responsibility of the host school is to take every possible measure at any athletic or non-athletic activity to assure courteous, friendly, safe and fair treatment to visiting players, school representatives, fans and game officials.

**Administrative Control** - The administration and supervision of all facets of all activities in the high school program shall be entirely controlled by the properly constituted school administrator. During all post season and/or play-off competition held at a neutral site, an administrator or administrator's designee from each participating school shall be in attendance.

**Conduct of Participants** - The responsibility for the conduct of the coaches, players and spectators at any athletic or non-athletic contest shall lie with the administrators of the schools whose teams are participating in the contest.

It is a privilege to be an athlete. Athletes should be among the best and most reliable students on campus. Athletes are reminded that they not only represent themselves, but their parents, coaches, school, and community. Mountain Ridge competes at the Division I and 6A levels in all sports and abides by the rules and by-laws of the Arizona Interscholastic Association (AIA). The following interscholastic sports are offered to students:

**Fall Sports** - Badminton (Boys & Girls), Cross Country (Boys & Girls), Football, Golf (Boys & Girls), Volleyball (Girls), Spiritline, Swimming/Diving (Boys & Girls), Flag Football (Girls)

**Winter Sports** - Basketball (Girls), Soccer (Boys & Girls), Spiritline, Wrestling (Boys & Girls)

**Spring Sports** - Baseball (Boys), Beach Volleyball (Girls), Softball (Girls), Track and Field (Boys & Girls), Volleyball (Boys), Tennis (Boys and Girls), eSports (Boys and Girls)

### Pursuing Victory with Honor

Mountain Ridge High School has taken a leadership role in expecting the sportsmanship displayed by our athletic teams, student body and community at events to be outstanding. We have placed a higher value on respect than wins and losses because there is more to be learned in educational athletics than how to shoot, score,

run, and throw. Maintaining a proper perspective about school sports will help us in our quest for good sportsmanship. Therefore, we are incorporating the themes of the AIA's Pursuing Victory With Honor Program into our athletic programs by practicing the Six Pillars of Character:

**Trustworthiness | Fairness | Respect | Caring | Responsibility | Citizenship**

We expect our coaches, athletes, student body and adult spectators to exhibit these characteristics at all events. Administration reserves the right to ask spectators to leave an event when a breach of this expectation occurs.

## **Lettering**

Coaches should make "lettering" policies known to student athletes prior to the season.

## **Transportation**

Student/Athletes are expected to use school transportation to and from athletic events and may be released to parents following athletic events with coaches' discretion and approval. Written approval may be obtained through signing a release form in the Athletics Office or in the presence of the coach

## **Eligibility**

Each year an athlete must establish his/her athletic eligibility for the up-coming school year. Athletic packets, which include forms, instructions, etc., are available in the Athletic Office.

To participate in interscholastic athletics, you must meet Arizona Interscholastic Association (AIA) requirements. The following are a few of the specifics.

### **Withdraw/Fail**

If a student receives a

## Transfer Students

All transfer students who wish to participate in athletic

particular team's final game. Any student violating the above rule shall forfeit his/her eligibility for a minimum of the balance of the season for that sport or up to a maximum of one calendar year.

Seasons of



# ACADEMIC REQUIREMENTS

**Atten**



## Please Keep In Mind

It is very important that all absences are reported to the school immediately along with the reason for the absence (the type of absences that are incurred will be taken into consideration in any needed appeal process to regain credit)

If there is an extended illness, you should provide documentation to the Nurse's office and inquire about an \_\_\_\_\_ form.

Per district policy, if a student has 10 consecutive days of unexcused absences, they will automatically be dropped from \_\_\_\_\_ Ridge High School

**NOTE:** If you need to authorize somebody else to pick your student up early or your student needs to leave the school before the end of the school day, the parent/guardian will need to print, complete and submit **MRHS Notice of Authorization EACH TIME YOU NEED TO AUTHORIZE**, and email to [MR-Attendance@dvusd.org](mailto:MR-Attendance@dvusd.org)

## District Calendar

If you have not done so already, it might be helpful to print the [District Instructional Calendar](#) so you know when there are days off from school and/or early release times.

## Late Arrivals

We encourage parents to assist students in arriving to school on time. If a student is late to class, after the final bell, a parent/guardian must accompany the student to the office in order to obtain a pass to class. If a student has an appointment with a doctor, dentist or other documented appointment to show in the office, a pass to class will \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

parents that the citation may be issued, and the parent will be required to appear in court with the student.

### **Loss of Credit**

Governing Board policy states that “Twelve (12) absences per semester are allowed for illness, disease, accident, family emergencies and religious purposes. Written verification by the appropriate person, doctor, licensed health professional or clergyman may be required for the additional absences.” Upon reaching 13 absences in any one class, students may be placed on loss of credit status. The student may appeal to the credit review committee for credit in that class.

### **Tardy/Sweep Procedures**

What happens when a student is late for a class?

With a parent/guardian walking the student into the front desk is marked as an excused tardy and sent with a pass to class.

If no parent/guardian the student is SWEPT or given an unexcused tardy and sent to the Sweep room (p1) or back to class with a pass (periods 2-7).

If a student arrives after the HALFWAY point of any period they are



**Even though a lot of grading in**

Assignment is not a timed activity (such as a Quick-Write Essay)  
Assignment is not a Long-Term assignment (over multiple weeks)  
Assignment is turned in before the end of unit

The length of the unit of study and due dates will be clearly communicated to students  
by

with the teacher to redo the

Transcripts will reflect the weighted grades but will also have weighted and unweighted GPA calculations. Not all universities will recognize a weighted GPA.

## Class Ranking

The following designated courses will be used when calculating the high school class ranking list:

<b>Freshman</b>	<b>Sophomore</b>	<b>Junior</b>	<b>Senior</b>
ELA	ELA	ELA	ELA
Math	Math	Math	Math
Science	Science	Science	Science
-	Social Studies	Social Studies	Social Studies

If more than one class is taken in the same designated subject area during the same semester, the class with the highest grade will be used. Or, if the grades are the same, the most advanced level class will be used.

Only the designated classes taken during the freshman through senior years and approved DVUSD math classes taken in

## Academic Excellence Cords

Academic Excellence Cords are different color cords that students wear at graduation and are based on the grades students earn throughout their time at Mountain Ridge. For the class of 2024 and 2025, cords will be awarded based on semester grades, Starting with the class of 2026, they will be annual "





withdraws from a

## Makeup Assignments

Upon return to class after an EXCUSED absence, a student has one school day for each day missed to makeup work/tests regardless of the number of days absent. For example, if a student is absent for four days, he/she will have four school days to make up and turn in the work. It is the student's responsibility to check with teachers immediately upon return for work missed. Teachers may choose to schedule an appointment with the student to formulate a plan for the completion of make-up work.

Assignments are accessible to students through Canvas or teacher websites.

## Make-up Work Requests

Assignments are accessible to students through Canvas or on the teacher website. If a student has been absent for a minimum of three (3) consecutive days, and cannot access assignments, parents may request assignments by calling the Counseling Office. Requests will be sent to the teachers and parents may pick the assignments in the Counseling Office between 2:30 and 3:00 p.m. on the \_\_\_\_\_ (Teachers must be given a 24-hour notice for homework requests). Completed assignments should be returned to the teachers. If illness is longer than anticipated, please call the Counseling Office again. For planned absences, students may make arrangements with their teachers prior to the absence.

## Long-Term Project Guidelines

Long-term projects are due on the date and time assigned, as defined in writing in advance by the teacher. If the student is absent, the project is still due on the day assigned. A long-term project is defined as an assignment that is assigned at a minimum of two weeks prior to the due date. It is the student's responsibility to

## Withdrawing from School

If a student decides to withdraw from school for any reason, a parent/guardian must accompany the student to the office to obtain the withdrawal form.

The withdrawal form must be signed by the registrar. All books and school-issued iPads must be returned to the bookstore prior to withdrawing. Official records will not be released until all debts are cleared.

Students who are transferring to another school will be given a copy of the withdrawal form which will list the grades to date of departure. The form will assist students entering another school.

## Student Conduct

In order to assist all students in the pursuit of a quality education, we have established some guidelines for student behavior. These guidelines are designed to create a pleasant and safe environment for all students in our school. Students shall comply with the District policies, regulations and procedures, pursue the required courses of study, and submit to the authority of the teachers and administration.

### Due Process

Students in the District have certain rights. They also have the responsibility to respect the rights and property of others. If a student fails to do this, disciplinary action will follow. In disciplinary cases, each student

NOTE: The Deer Valley Unified School District, in conjunction with the Glendale Police Department and the Phoenix Police Department, agrees to coordinate our efforts in establishing procedures for communication regarding incidents of

## Expulsion

### Disciplinary Action - Routine Classroom Violations

All teachers develop classroom management plans that are communicated to students and parents. Classroom plans outline procedures and expectations specific to individual classroom environments. Disciplinary actions from teachers may include:

1. Conference with student (issue warning)
2. Conference with student again along with parent contact
3. Repeated routine violations will result in referral to the Conduct Office as a Major Violation - parent contact documentation is required before the referral is processed.

NOTE: Some violations may require an administrative decision to bypass the routine order.

### Disciplinary Action - Major Violations

The consequence for major or continued violations shall be suspension or expulsion in accordance with these rules and regulations, due process of the law, the seriousness of the offense and the potential rehabilitation of the student offender. The following summary is provided to acquaint students, parents or guardians with the existing procedure. Infractions involving suspensions of ten days or more days may be reviewed by the administration upon parent request in writing. Any student who engages or participates in behavior that violates any of the DVUSD standards for student conduct will be subject to the appropriate disciplinary consequences and will forfeit the privilege of participating in the commencement ceremony. Commencement ceremonies are a privilege, not a right. Therefore, appropriate student behavior throughout the school year is directly related to a student's opportunity to u

### Short-Term Suspension Not To Exceed Ten (10) Days

Students may be suspended from school by the Superintendent, Principal, Assistant Principals, and/or other school officials granted this power by the Board of Education. (ARS-15-843)

### Long-Term Suspension In Excess of Ten (10) Days

Students may be suspended from school by the Superintendent, Principal, Assistant Principals, and/or other school officials granted this power by the Board of Education. Long term suspensions require Governing Board approval. During any on or off campus suspension, students are not allowed on any DVUSD campus/site or DVUSD activity.

NOTE: Students placed in In-School Suspension, Off-Campus Suspension, or Long Term Suspension/Expulsion may not participate in, nor attend any school or district sponsored activities. ~~Work may be made up when suspended on or off campus and~~ does count for credit. Alternate assignments and assessments of equal value may be administered as make-ups.

### Off Limits/Off Campus Areas

As we strive to provide a safe and orderly climate for everyone, specific areas on campus will be designated "Off Limits". These areas will be relayed to students/parents in the fall. Safety of students and staff and preservation of our facilities is a priority.

### Food And Drink/Off-Limits Areas/Lunches

Students will Respect the Ridge by:

- Not being in academic buildings during lunch.
- Disposing of trash and leaving a clean lunch area.
- Eating only in the cafeteria and/or designated eating areas outside.

### Good Neighbor Policy

Students must not trespass on private property or in any way abuse or interfere with the property of private citizens. Disturbance or damage to students or students' property, even in fun, is not permitted and restitution may be required in addition to having the police involved.

### Leaving Campus Without a Pass

MRHS has a closed campus policy. Students may not leave campus at lunch or at any other time unless signed out by a parent. Failure to follow these rules will result in receiving an unexcused absence and possible disciplinary action. Once a student

students who drive and park on campus, they are not allowed to go to their car during school hours for any reason without permission from security or administration.

### Bicycles

Bicycles are to be parked in the racks and areas provided within the campus and are not to be ridden on the school grounds. They should always be locked. The school assumes no responsibility for bicycles.

### School Property and Debt

Transcripts and participating in the graduation ceremony may be withheld from students who fail to return school property or who have unpaid balances on accounts.

### Unacceptable Items

School is a place students come to be educated, and certain items disrupt the "educational process" and are not permitted. The following is a representative list of items, but not limited to, that will not be brought to school:

- Pets / animals
- Radios, laser pointers, air horns, hair paint, silly string
- Skateboards, longboards, roller skates, roller blades
- Water guns, shaving cream, and colored spray cans.
- Cameras (both still and video), recording devices, and other disruptive electronic devices
- Gambling paraphernalia
- Wallet Chains and Bullet Belts

The item(s) will be confiscated and the student will be subjected to disciplinary action.

Roller blades, skateboards, longboards and scooters are prohibited on all DVUSD campuses. Schools will not store or secure them. Additionally, DVUSD and Mountain Ridge assumes no liability for the loss, theft, or damage.

Note: the administration reserves the right to use their discretion in what constitutes unacceptable items. Also, the school accepts no liability for loss, cost, or replacement of confiscated unacceptable items brought to school by students.

### Recording Devices

Teachers, staff, and students have a reasonable expectation of privacy. Students are not to use personal electronic devices for the purpose of surreptitiously taking, sending, recording or transmitting photos, conversations, or videos of others at school, on the bus, or at school-related activities/events. Recording devices that can be controlled remotely are prohibited.



## School Zone

High profile enforcement includes the area within three hundred feet of a school or its accompanying grounds, any public property within one thousand feet of a school or its accompanying grounds, a school bus stop or on any school bus or bus contracted to transport pupils to any school. (ARS 13-3411)

In order to ensure safety and order at all times, the conduct policy is NOT limited to regular school hours and may extend beyond the school zone.

## Video Surveillance Notification

To help support a safe environment video surveillance cameras are in operation on the Mountain Ridge campus twenty-four hours a day. The video system provides coverage for both the interior and exterior portions of campus, including the parking lots.

## Electronic Devices

Because we are a Technology Rich campus, students will be required to bring to class and properly maintain a device such as a tablet or laptop. Per district policy, students may choose one of the following three methods of possessing a device:

1. The student is issued a school iPad to take home and bring to class each day. The student may opt to purchase a Limited Liability Protection Plan for the device for a nominal fee when first checking out the device. The intent of the plan is to limit the out-of-pocket costs students and parents might incur if the iPad is damaged, lost, or stolen. Please refer to the plan document itself for more detailed information about fees for damaged, lost, or stolen devices and available coverage.
2. The student may check out a school-issued iPad to take home and bring to class each day, but may choose not to purchase the Protection Plan. If the plan is not purchased up front, it cannot later be purchased. The plan is paid for the school year regardless of the length of time the student is enrolled in our school.
3. The student may choose not to check out a school-issued iPad and instead bring a device from home. Devices from home may experience trouble accessing and maintaining connection to the preferred school wifi network. Parents may be charged extra data fees from their providers as these devices must be re-connected to the network when they lose connection, and may use up data in the interim. In addition, ~~students may not~~ be able to use the same paid apps for free, and

NOT allowed to be installed on iPads. The consequence for installing a VPN or similar app is in-school suspension and possible revocation of school-issued iPad.

## Weapons in School

No student shall carry or possess a weapon or simulated weapon on school premises without authorization by a school administrator. The Superintendent shall prescribe regulations for student possession of bows or firearms on District property for the purpose of the student's participation in a course of training in bows or firearms approved by the Governing Board and as authorized by Arizona Revised Statutes





Shoes must be worn at all times. Closed shoes are to be worn for any type of physical activity, such as physical education, cheer practice, weight lifting, etcetera.

Jewelry shall not be worn if it presents a safety hazard.

No hats, bandannas, other head coverings, or sunglasses may be worn inside any campus building at any time, except for properly approved occupational safety headgear required for special classes or if authorized by a school administrator or authorized/prescribed by a medical professional. Hats and sunglasses may be worn outside.

Obscene language or symbols, or symbols of drugs, sex, alcohol, or weapons on clothing are expressly prohibited. Clothing, accessories and/or jewelry may not state, imply, or depict hate speech/imagery targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any other protected classification.

Students may wear clothing, accessories and jewelry that display religious messages or religious symbols in the same manner and to the same extent that other types of clothing, accessories and jewelry that display messages or symbols are permitted.

Tattoos displaying defamatory writing, obscene language or symbols, or symbols of drugs, sex, alcohol, or weapons must be covered.

Students may not wear clothing, accessories and/or jewelry that is worn with the intent to convey affiliation with a criminal street gang as defined in A.R.S. 13-105.

Exceptions for special activities or health considerations may be pre approved by the administrator.

Students who participate or volunteer in extracurricular activities, such as athletics, band, chorus, et cetera, are subject to the standards of dress as defined by the sponsors of such activities.

(Ref. DVUSD Policy JICA)

### **Bullying/Cyberbullying/Intimidation**

The Governing Board of the Deer Valley 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.

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### 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, 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

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Intimidation

Intimidation is intentional

If the behavior continues, ask the student to stop.

Talk to a trusted adult about the situation.

Request peer mediation through the counseling department.

Ongoing issues should be reported to the administration.

Keep our school safe by confidentially reporting to a trusted adult, or fill out an incident report, if you are aware of a situation that may cause disruption or harm. Incident reports can be found in the conduct office.

## **Discipline Guidelines**

**Administration will exercise discretion when determining infraction(s) and consequence(s) and may assign a more or less severe consequence than outlined in the guidelines below including community service.**

Administration may, after considering the circumstances, report any violation to law enforcement.

Administration may determine that a violation warrants completion of a Threat Assessment.

Any infraction directed at a staff member may warrant a more severe consequence. If the infraction occurs on the bus, a suspension or termination of bus-riding privileges may be assigned in lieu of or in addition to the consequences outlined in the matrix for that infraction.

Federal privacy laws prohibit the District from naming students involved in disciplinary actions and from revealing the consequences of those actions to other students as well as to the parents of other students.

Due process and parental notification are expected for all discipline referrals.

The following table is taken from the DVUSD Student Rights and Responsibilities Handbook:

An asterisk (\*) indicates that the violation must be reported to law enforcement



Infraction	Definition	Recommended Consequence	
		Minimum	Maximum
*Aggravated Assault	An assault accompanied by circumstances that make the situation severe, such as the use of a deadly weapon or dangerous instrument; causing serious physical injury to another; committing the assault knowing, or having reason to know, the victim is a peace officer or a school employee engaging in a school-related activity. ( <a href="#">A.R.S. 13-1204</a> )	Long term suspension	Expulsion
Aggression, Other	Any aggressive act that cannot be coded in one of the other categories but demonstrates aggression towards others.	Conference	Long term suspension
Alcohol Violation (sale or distribution)	The sale or distribution of alcohol as defined below.	10 day suspension	Expulsion
Alcohol Violation (use, possession, under the influence)	The possession or use of intoxicating alcoholic beverages or substances represented as alcohol. This includes being intoxicated at school, school-sponsored events and on school-sponsored transportation.	5 day suspension	Expulsion
*Armed Robbery	A person commits armed robbery if, in the course of committing robbery as defined above, is armed with a deadly weapon or a simulated deadly weapon or uses or threatens to use a deadly weapon or dangerous instrument or a simulated deadly weapon. ( <a href="#">A.R.S. 13-1904</a> )	Expulsion	

*Arson of an Occupied Structure	Damaging an occupied structure or property by knowingly causing a fire or explosion. ( <a href="#">A.R.S. 13-1704</a> ) An occupied structure means any structure in which one or more human beings either is or is likely to be present or so near as to be in equivalent danger at the time the fire or explosion occurs. ( <a href="#">A.R.S. 13-1701</a> )	Long term suspension/ Restitution	Expulsion/ Restitution
*Arson of a Structure or Property	Damaging a structure or property by knowingly causing a fire or explosion. ( <a href="#">A.R.S. 13-1703</a> )	Long term suspension/ Restitution	Expulsion/ Restitution
Assault	A person commits assault by: (1) intentionally, knowingly or recklessly causing any physical injury to another person; or (2) intentionally placing another person at risk of imminent physical injury; or (3) knowingly touching another person with the intent to injure. ( <a href="#">A.R.S. 13-1203</a> )	PreK-6: 3 day suspension  7-12: 5 day suspension	PreK-6: Expulsion  7-12: Expulsion

Attendance Violation, Other	Being absent from class or school ten percent of the school year, or having five unexcused absences.	Parent/student/ administrative conference	Loss of credit/CUTS
*Bomb Threat	Threatening to cause harm using a bomb, dynamite, explosive, or arson-causing device.	10 day suspension	Expulsion
*Bullying	Repeated acts over time that involve a real or perceived imbalance of power with the more powerful child or group attacking those who are less powerful. Bullying can be physical in form, verbal, or psychological. Cyber-bullying includes bullying through the misuse of technology. ( <a href="#">A.R.S. 13-2921</a> )	Conference	Expulsion

\*Burglary (First Degree)

A person commits burglary in the first degree if such person knowingly possesses explosives, a deadly weapon or a dangerous instrument in the course of committing any theft or any felony. (A.R.S. 13-1508)

10 day suspension/  
Restitution

Expulsion/  
Restitution

\*Burglary or Breaking and Entering (Second or Third Degree)

Entering or remaining unlawfully in or on school property with the intent to commit any theft or any felony therein. (A.R.S. 13-1506 and A.R.S. 13-1507)

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Disruption

Creating disturbances in class, on campus, or at school-sponsored events. Continual or repeated disruptions may warrant more severe consequences. ([A.R.S. 13-2911](#))

Conference

Long term suspension

Dress Code Violation

Clothing that does not fit within the dress code guidelines stated in school or District policy.

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Harassment,  
Nonsexual

The persistent or repeated annoying or tormenting of another person. To frighten, compel, or deter by actual or implied threats. ([A.R.S. 13-2921](#))

Mediation

Expulsion

Harassment, Sexual

The unwelcome conduct of a sexual nature that denies or limits a student's ability to participate in or to receive benefits, services, or opportunities in the school's programs. It can include unwelcome sexual advances, requests for sexual favors, and other verbal, nonverbal, or physical



Language, Inappropriate	The use of profanity or any derogatory language stated publicly.	Conference	10 day suspension
*Kidnapping	Knowingly restraining another person with the intent to (1) hold the victim for ransom, as a shield or hostage, or (2) hold the victim for involuntary servitude; or (3) inflict death, physical injury or a sexual offense on the victim or to otherwise aid in the commission of a felony; or (4) place the victim or a third person in reasonable apprehension of imminent physical injury to the victim or such third person; or (5) interfere with the performance of a governmental or political function; or (6) seize or exercise control over an airplane, train, bus, ship or other vehicle. ( <a href="#">A.R.S. 13-1403</a> )	Expulsion	
Leaving School Grounds without Permission	Leaving school grounds during regular school hours without permission.	Parent/student/administrative conference	3 day suspension
Lying	To make an untrue statement with intent to deceive.	Conference	5 day suspension
Marijuana Violation (sale or distribution)	The sale or distribution of marijuana as defined below.	10 day suspension	Expulsion
Marijuana Violation (use, possession, under the influence)	The possession or use of marijuana or substances represented as marijuana. This includes being under the influence at school, school-sponsored events and on school-sponsored transportation. The term marijuana includes marijuana in any form, such as plant, edible, oil, or wax.	5 day suspension	Expulsion
Minor Aggressive Act	The behavior of rough boisterous play or tussles, minor confrontations, pushing and/or shoving.	Conference	10 day suspension

Negative Group  
Affiliation

Specific attitudes and actions of a  
student affiliated with a negative  
group which manifests malice  
towards others b .o

\*Sexual



Weapons (no threat)	May include but are not limited to the possession of billy clubs, brass knuckles, knife with a blade length more than 2.5 inches, nunchakus, and other prohibited items as listed in <a href="#">A.R.S. 13-3101</a> .	10 day suspension	Expulsion
*Weapons (w/Threat)	May include but are not limited to billy clubs, brass knuckles, knife with a blade length more than 2.5 inches, nunchakus, and other prohibited items as listed in <a href="#">A.R.S. 13-3101</a> accompanied by a verbal or physical threat of violence against a person or damage to District property.	Long term suspension	Expulsion

# Internet Information

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