



Regular Board Meeting Agenda

Tuesday, September 9, 2025 | 6:00 PM | District Office Board Room, 8176 N. Westover, Joseph City, AZ 86032

Items on the regular meeting agenda may be discussed in executive session related to employment matters, for the purpose of obtaining legal advice thereon or other matters pursuant to A.R.S. 38-431.03(A). The Governing Board may change the order of agenda items, pursuant to Governing Board Policy BEDB. The meeting room will be open to the public fifteen minutes prior to the beginning of the meeting.

1. OPENING ITEMS

1.A. **Call to Order**

1.B. **Roll Call**

1.C. **Pledge of Allegiance**

1.D. **Invocation**

2. APPROVE AGENDA

3. APPROVE MINUTES

August 12, 2025 Regular Board Meeting



**Minutes of Regular Board Meeting of the Governing Board
Joseph City Unified School District
District Office Board Room, 8176 N. Westover, Joseph City, AZ 86032
Tuesday, August 12, 2025**

Board members present

Eldon Larsen, President; Dayton Flake, Clerk; Karsten Flake, Cat Hansen, Lexi Nelson

Administrators present

Bryan Fields, Superintendent; Steven Mills, Business Manager; Eric Miller, JH/HS Principal; Darrel Mosier, Elementary Principal

1. OPENING ITEMS

1.A. Call to Order

Eldon Larsen called the meeting to order.
Time: 6:00 p.m.

1.B. Roll Call

1.C. Pledge of Allegiance

1.D. Invocation

2. APPROVE AGENDA

Motion by Eldon Larsen to adopt the agenda as presented; second by Lexi Nelson
Final Resolution: Motion passed.
Yes: Eldon Larsen, Dayton Flake, Karsten Flake, Cat Hansen, Lexi Nelson

3. APPROVE MINUTES

July 8, 2025 Regular Board Meeting and August 6, 2025 Special Board Meeting

Motion by Dayton Flake to approve the July 8, 2025 Regular Board Meeting and August 6, 2025 Special Board Meeting minutes; second by Karsten Flake.

Final Resolution: Motion passed.

Yes: Eldon Larsen, Dayton Flake, Karsten Flake, Cat Hansen, Lexi Nelson

4. SUPERINTENDENT'S REPORT

5. REQUESTS TO SPEAK TO THE GOVERNING BOARD

None

6. CONSENT AGENDA

Motion by Eldon Larsen to approve the Consent Agenda; second by Lexi Nelson.

Final Resolution: Motion passed.

Yes: Eldon Larsen, Dayton Flake, Karsten Flake, Lexi Nelson

6.A. Approve Expense Vouchers

Action to ratify district vouchers for the period July 1, 2025 through July 31, 2025.

General and Special Funds: #30 \$50,716.94 (encumbered); #1047 \$18,859.04 (encumbered); #1048 \$15,894.70 (encumbered); #1049 \$47,909.72 (encumbered); #1000 \$6,507.55; #1001 \$51,838.40; #1002

\$304,027.02

Auxiliary Operations Funds: #1110 \$955.54 (encumbered); #1112 \$1,801.52 (encumbered)

Student Activities Fund: none

6.B. Student Activities Fund Report

Revenues, expenditures and charges in the Student Activities Fund Report; period of 7/1/2025 through 7/31/2025.

6.C. Student Fundraisers

Organization	Description	Action
Cheerleading	Selling Banners to be displayed at Football Games	Ratify

6.D. Ratification of a Memorandum of Understanding with the City of Holbrook for Shared Lifeguard Staffing at the Holbrook City Pool

6.E. Approve Qualified Evaluators for Certified Staff

7. POSSIBLE EXECUTIVE SESSION

None

8. ACTION ITEMS

8.A. Personnel Requests

Name	Assignment	Action
Barner, Rebecca	Speech-Language Pathologist Assistant	Ratification
Bowler, Laurie	Tutor - Lunchtime	Assignment
Brawley, Lyndzi	Coach II - HS Cross Country	Ratification
Brawley, Micah	Coach I (Assistant_ - HS Cross Country	Ratification
Colligon, Brian	Bus Driver, Custodial	Resignation
Coronado Trujillo, Audrey	Substitute Teacher	Appointment
Dixon, Tyra	Instructional Aide	Ratification
Goodman, Tanya	Substitute Teacher	Appointment
Johnstun, Aaron	Tutor - Lunchtime	Assignment
Larsen, Trina	Volunteer Cross Country Coach	Acceptance
Leonard, Tysen	Coach (Assistant I) - HS Football	Ratification
McLaws, Cory	Volunteer - Cross Country	Acceptance
Miller, Sonya	Instructional Aide	Resignation
Wilson, Rebekah	Speech Language Pathologist Assistant	Resignation

Motion by Eldon Larsen to approve the personnel requests as presented; second by Dayton Flake.

Final Resolution: Motion passes.

Yes: Eldon Larsen, Karsten Flake, Dayton Flake, Cat Hansen, Lexi Nelson

8.B. Approval of Emergency Procurement

Motion by Eldon Larsen to approve the Emergency Procurement for Elementary Roof repairs; second by Karsten Flake.

Final Resolution: Motion passes.

Yes: Eldon Larsen, Karsten Flake, Dayton Flake, Cat Hansen, Lexi Nelson

8.C. Discussion and Possible Approval of Textbooks and Curriculum Adoption

High School First-Year Spanish; *Asi se dice Level 1, Student Suite. National ed., McGraw Hill, 2016.*

High School Second-Year Spanish; *Asi se dice Level 2, Student Suite. National ed., McGraw Hill, 2016.*

Motion by Eldon Larsen to approve Textbooks and Curriculum adoption as presented; second by Dayton 2025Flake.

Final Resolution: Motion passes.

Yes: Eldon Larsen, Karsten Flake, Dayton Flake, Cat Hansen, Lexi Nelson

8.D. Discussion and Possible Approval of Changes to Governing Board Policies

These policies and possible changes were presented for public and board review at the previous regular board meeting and on the District website. See the attached Policy Advisory for approved policy changes. See the Link section of this agenda item to view the current policy manual. Policies affected:

Policy Advisories 788-791

ACA - Sexual Harassment

ACAA; ACAA-R - Title IX Sex Discrimination

GBK - Staff Grievances

JII - Student Concerns, Complaints, and Grievances

Policy Advisories 866-875

CA - Administration Goals / Priority Objectives

CB - Superintendent

CBA - Qualifications and Duties of the Superintendent

CBCA; CBCA-R - Delegated Authority

CBI; CBI-EA; CBI-EB - Evaluation of Superintendent

CCB; CCB-R - Line and Staff Relations

CFD; CFD-R; CFD-E - School Based Management

CHD - Administration in the Absence of Policy

CK - Administrative Consultants

CM - School District Annual Report

Motion by Eldon Larsen to approve changes to Governing Board Policies as presented; second by Dayton Flake

Final Resolution: Motion passes.

Yes: Eldon Larsen, Karsten Flake, Dayton Flake, Cat Hansen, Lexi Nelson

9. INFORMATION ITEMS

9.A. Review of Possible Policy Changes to be Considered for Adoption at a Future Meeting

See the attached Policy Advisory for policy changes to be considered. See the Link section of this agenda item to view the current policy manual. No policy changes will be adopted at this meeting. Policies affected:

Policy Advisory 909-914:

EB - Environmental and Safety Program

GCQF - Discipline, Suspension and Dismissal of Professional Staff Members

IKF - Graduation Requirements

JLC - Student Health Services and Requirements

JLCD - Medicines/Administering Medicines to Students

JLF - Reporting Child Abuse/Child Protection

9.B. Requests for Future Agenda Items

- School procedure and policy review for late night sports practices.

9.C. Upcoming Meetings and Events Calendar

- Next Regular Board Meeting - September 9, 2025; 6:00 p.m.
- ASBA Law Conference - September 3-5, 2025; Scottsdale, AZ
- ASBA Delegate Assembly - September 6, 2025; Scottsdale, AZ
- ASBA-ASA Annual Conference - December 17-19, 2025; Phoenix, AZ

10. ADJOURNMENT

Motion by Eldon Larsen to adjourn the meeting; second by Dayton Flake

Final Resolution: Motion passed.

Yes: Eldon Larsen, Karsten Flake, Dayton Flake, Cat Hansen, Lexi Nelson

Meeting adjourned at 6:17 p.m.

APPROVED:

Board Clerk or President

4. SUPERINTENDENT'S REPORT

To: JCUSD Governing Board Members

Date: September 9, 2025

From: B. Fields, Superintendent

Re: September Report. Updates and Current Events

- There are several attachments to my report including a Morale Report of all of the teachers who returned my request for feedback, the County sidewalk project, and the new high school Marketing course scope and sequence.
- The enforcement of the electronic devices at school has been going surprisingly well.
- We've been formally asked to work with 5 students to attend the Fair as part of their educational experience. We are planning to accommodate these students.
- As always, the governing board members are welcome to check out the school as they would like. One request that the schools have is that we have board members check in with the Principal or front office when they would like to visit classrooms or practices to prevent unnecessary speculation and undue stress on staff.
- If the Governing Board is willing, I would like to line out a staff meeting to engage with Board Members. This can be discussed as the Board would like. My thought is to try to fit this into an enrichment Friday that fits Board Member schedule's if they would like to attend.

Expect parking, lane restrictions along several streets in Joseph City as ADOT administers new sidewalk project Aug. 25

The Arizona Department of Transportation advises Joseph City residents to prepare for parking and lane restrictions along several local streets beginning Monday, Aug. 25, for a new project to install sidewalks.

Residents can expect shoulder restrictions along the affected streets throughout the project. Residents who park their vehicles along the shoulder of their street will need to move their vehicles when crews reach their homes to construct the new sidewalks.

The construction schedule is as follows:

- **Phase I:** Work will begin along 4th North Avenue starting at Westover Avenue and moving towards Randall Avenue. Crews will move south on Randall Avenue and then west along 3rd North Avenue to Westover Avenue.
- **Phase II:** Work will continue south on Randall Avenue from 3rd North Ave to 1st north Ave. Crews will then work east to west along 1st North Avenue. Crews will then work along Shelly, Westover, and Bushman Avenues from Main Street to 2nd North Avenue.
- **Phase III:** Crews will complete the project by working at various corners to install ADA-compliant sidewalk pedestrian ramps throughout the project area.

There may be driveway restrictions at certain locations when crews are working in front of residences.

Other work includes ADA compliant pedestrian ramps and curb and gutter at limited locations.

The purpose of this project, which ADOT is administering on behalf of Navajo County, is to improve pedestrian safety. The project is scheduled to be completed by the end of November.

For more information, visit the project webpage at azdot.gov/projects under the Northeast District.

Marketing Class Scope and Sequence

Weeks 1-3: Introduction to Design and Operations

- Week 1: Overview of the program, professional skills, and industry standards.
- Week 2: Mathematical calculations in design and merchandising (Standard 1.0).
- Week 3: Measurement techniques in pattern design and garment manufacturing (Standard 2.0).

Weeks 4-6: Principles and Elements of Design

- Week 4: Basic design elements and principles (Standard 3.0).
- Week 5: Color theory and psychology of color.
- Week 6: Application of design principles to create harmony.

Weeks 7-9: Textiles, Fibers, and Fabrics

- Week 7: Differentiating textiles, fibers, and fabrics (Standard 4.0).
- Week 8: Fabric construction methods and finishes.
- Week 9: Healthy and wellness textiles, fabric treatments, and color application methods.

Weeks 10-12: Consumer Behavior and Marketing

- Week 10: Characteristics and behaviors of target markets (Standard 5.0).
- Week 11: Brick-and-mortar vs. e-commerce platforms (Standard 6.0).
- Week 12: Marketing skills and visual merchandising (Standard 7.0).

Weeks 13-15: Influences on Design

- Week 13: Historical and cultural influences (Standard 8.0).
- Week 14: Psychological and social identity influences on trends.
- Week 15: Environmental awareness and sustainable design.

Weeks 16-18: Fashion Business and Apparel Production

- Week 16: Employment opportunities and business structures (Standard 9.0).
- Week 17: Stages of apparel production and sourcing.
- Week 18: Trade relations and product distribution channels.

Weeks 19-21: Clothing Selection and Garment Construction

- Week 19: Factors influencing clothing selection (Standard 10.0).
- Week 20: Garment construction techniques and quality stitching (Standard 11.0).
- Week 21: Evaluating garment fit and finishing techniques.

Weeks 22-24: Preparing Designs

- Week 22: Garment styles, croquis proportions, and inclusivity in design (Standard 12.0).
- Week 23: Sketching designs and selecting fabrics.
- Week 24: Using CAD software and creating apparel lines.

Weeks 25-27: Accessories in Designs

- Week 25: Role of accessories in enhancing style (Standard 13.0).
- Week 26: Quality construction features and counterfeit identification.
- Week 27: Versatility and functionality of accessories.

Weeks 28-30: Ethical Issues in Designing

- Week 28: Ethical sourcing and manufacturing practices (Standard 14.0).
- Week 29: Sustainable and ethical designing approaches.
- Week 30: Greenwashing, and closed-loop systems.

Some weeks will have more time for actual making and selling products.



Summary of Financial Operations (Unaudited)
August 31, 2025

Fund		Budget	YTD Expenses	Encumbrances	Budget Balance
001	Maintenance & Operation	\$5,066,566	\$ 931,073	\$3,129,937	\$1,005,556
010	Classroom Site Fund	\$1,302,051	\$ 57,534	\$ 584,661	\$ 659,856
020	Instructional Improvement	\$ 200,000	\$ -	\$ -	\$ 200,000
100-130	Title I	\$ 163,571	\$ 11,859	\$ 70,407	\$ 81,305
140-150	Title II - Profesional Development	\$ 17,377	\$ -	\$ -	\$ 17,377
200-209	Title VII - Indian Education	\$ 20,000	\$ -	\$ 9,600	\$ 10,400
220-229	IDEA/Special Education Grants	\$ 102,485	\$ 5,416	\$ 75,232	\$ 21,836
230	Johnson-O'Malley (JOM) - Indian Ed.	\$ 4,000	\$ -	\$ -	\$ 4,000
260-270	Career & Technical Ed (CTE) - Federal	\$ 9,754	\$ 3,657	\$ 798	\$ 5,299
290-291	Medicare Reimbursement (Spec Ed services)	\$ 165,000	\$ 72	\$ 1,428	\$ 163,500
374	E-Rate	\$ 75,000	\$ -	\$ -	\$ 75,000
390	REAP (Federal rural assistance grant)	\$ 65,000	\$ 50,000	\$ -	\$ 15,000
400	Career & Technical Ed (CTE) - State	\$ 4,500	\$ 1,480	\$ 2,802	\$ 219
500	School Plant (Proceeds from surplus equip sales)	\$ 15,000	\$ 195	\$ -	\$ 14,805
510	Food Service	\$ 300,000	\$ 405	\$ 1,878	\$ 297,717
515	Civic Center (Swimming pool community use)	\$ 80,000	\$ 1,410	\$ 233	\$ 78,357
520	Preschool Tuition	\$ 35,000	\$ -	\$ 1,000	\$ 34,000
525	Auxiliary Operations (Bookstore, athletics, fees)	\$ 100,000	\$ 6,764	\$ 5,406	\$ 87,829
526	Extracurricular Activities Tax Credit	\$ 65,000	\$ -	\$ -	\$ 65,000
530	Gifts & Donations	\$ 550,000	\$ 17,818	\$ 35,010	\$ 497,172
535-539	CTE & Vocational Education Projects	\$ 15,000	\$ 2,844	\$ 570	\$ 11,586
550	Insurance Proceeds (from claims)	\$ 75,000	\$ -	\$ -	\$ 75,000
565	Litigation Recovery	\$ 30,000	\$ -	\$ -	\$ 30,000
570	Indirect Costs (Grant administration costs)	\$ 39,476	\$ 2,026	\$ 11,424	\$ 26,026
585	Insurance Refunds (premium discounts)	\$ 10,000	\$ -	\$ -	\$ 10,000
596	NAVIT	\$ 150,000	\$ 5,601	\$ 40,564	\$ 103,834
610	Capital Outlay	\$ 369,369	\$ 300,394	\$ 66,310	\$ 2,666
620	Adjacent Ways	\$ 175,000	\$ 768	\$ 3,439	\$ 170,793
665	Energy and Water Savings	\$ 50,000	\$ -	\$ -	\$ 50,000
686	SFB Emergency Deficiency Correction	\$ 60,000	\$ -	\$ -	\$ 60,000
691	SFB Building Renewal Grant	\$1,000,000	\$ 29,800	\$ -	\$ 970,200
850	Student Activities (clubs and classes)	\$ 60,000	\$ 444	\$ 3,309	\$ 56,247
TOTAL		\$ 10,374,149	\$ 1,429,559	\$ 4,044,010	\$ 4,900,580

5. REQUESTS TO SPEAK TO THE GOVERNING BOARD

The procedure for addressing the Board in a public meeting may be viewed here: <https://josephcityaz.sites.thrillshare.com/page/public-comments>

6. CONSENT AGENDA

Vote on Consent Agenda. All items listed will be considered as a group and will be approved with one motion unless a Board Member requests an item be removed from the consent agenda and considered as a separate item.

6.A. Approve Expense Vouchers

Action to ratify district vouchers for the period 8/1/25 through 8/31/25.

General and Special Funds: #3 \$147,247.56; #5 \$157,221.06; #1003 \$153,730.05; #1004 \$77,264.44; #1005 \$145,728.36; #1006 \$184,933.48; #1050 \$4,833.49 (encumbered); #1051 \$5,895.25 (encumbered); #1052 \$6,440.08 (encumbered)

Auxiliary Operations Funds: #1001 \$1,129.97; #1002 \$5,455.66; #1005 \$372.66; #1114 \$500.00 (encumbered)

Student Activities Fund: #1006 \$483.20

6.B. Student Activities Fund Report

Revenues, expenditures and charges in the Student Activities Fund Report; period of 8/1/25 through 8/31/25.

Excludes beginning balances. Prior year general ledger not yet rolled to current year.

JOSEPH CITY USD EXTERNAL FUNDS

Student Activities Summary Report

Fiscal Year: 2025 - 2026

From Date: 8/1/2025

To Date: 8/31/2025

Print Detail

Page Break by Activity

Subtotal By Journal

Exclude Encumbrances

Reverse Sign

		Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrance	Available Balance
000000	Undesignated DO NOT USE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
102610	Joseph City Jr High School Student Council	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
102612	Joseph City Jr High School Softball	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
102619	Joseph City Jr High School Volleyball	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
102629	Joseph City Jr High School Track	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
102637	Joseph City Jr High School Class of 2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
102638	Joseph City Jr High School Class of 2025	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
102639	Joseph City Jr High School Class of 2026	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
102640	Joseph City Jr High School Class of 2027	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
102641	Joseph City Jr High School Class of 2028	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
102642	Joseph City Jr High School Class of 2029	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
102643	Joseph City Jr High School Class of 2030	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
102644	Joseph City Jr High School Class of 2031	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
102645	Joseph City Jr High School Class of 2032	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
102646	Joseph City Jr High School Class of 2033	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203601	Joseph City High School Band	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203602	Joseph City High School Baseball	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203604	Joseph City High School Disc Golf Club	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203605	Joseph City High School Chess Club	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203606	Joseph City High School Card and Game Club	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203607	Joseph City High School Drama	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203608	Joseph City High School Future Business Leaders of America	\$10.90	\$0.00	\$0.00	\$10.90	\$0.00	\$10.90
203609	Joseph City High School Girls Basketball	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203610	Joseph City High School Student Council	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203611	Joseph City High School National Honor Society	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203612	Joseph City High School Softball	\$500.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00
203613	Joseph City High School Momentum Club/Audition Choir	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203614	Joseph City High School Wrestling	\$0.00	\$0.00	\$0.00	\$0.00	(\$1,450.00)	(\$1,450.00)
203615	Joseph City High School Cheerleaders	\$2,270.00	\$1,470.00	\$0.00	\$3,740.00	(\$1,858.76)	\$1,881.24
203616	Joseph City High School Welding	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203617	Joseph City High School Woods	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203618	Joseph City High School Boys Basketball	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203619	Joseph City High School Volleyball	\$0.00	\$0.00	(\$483.20)	(\$483.20)	\$0.00	(\$483.20)
203620	Joseph City High School FACS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203621	Joseph City High School Hotrod Club	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203624	Joseph City High School Basketball Cheerleaders	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203625	Joseph City High School FFA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203626	Joseph City High School Happy Club	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203627	Joseph City High School Robotics	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203628	Joseph City High School Cross Country	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203629	Joseph City High School Track	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203630	Joseph City High School Football	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203631	Joseph City High School Technology Club	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

JOSEPH CITY USD EXTERNAL FUNDS

Student Activities Summary Report

Fiscal Year: 2025 - 2026

From Date: 8/1/2025

To Date: 8/31/2025

Print Detail

Page Break by Activity

Subtotal By Journal

Exclude Encumbrances

Reverse Sign

	Range Beg. Balance	Range Revenue	Range Expenditures	Balance	Encumbrance	Available Balance
203632 Joseph City High School Class of 2019	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203633 Joseph City High School Class of 2020	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203634 Joseph City High School Class of 2021	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203635 Joseph City High School Class of 2022	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203636 Joseph City High School Class of 2023	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203637 Joseph City High School Class of 2024	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203638 Joseph City High School Class of 2025	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203639 Joseph City High School Class of 2026	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203640 Joseph City High School Class of 2027	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
203641 Joseph City High School Class of 2028	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
500300 Districtwide UNDESIGNATED	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
500600 Districtwide UNDESIGNATED	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total:	\$2,780.90	\$1,470.00	(\$483.20)	\$3,767.70	(\$3,308.76)	\$458.94

End of Report

6.C. Student Fundraisers

Organization	Description	Action
Class of 2030	Cotton Candy Sales	Approve
Class of 2031	Selling Pretzels	Ratify
FFA	Selling Firewood	Approve
High School Cheerleading	Cheer Camp to Benefit Allannah Penrod	Approve
Volleyball	Serve-a-thon	Ratify
Wrestling	Online Donations	Approve
Wrestling	T-shirt Sales	Approve

6.D. Gifts & Donations

Donor	Item	School/Program	Purpose	Amount
APS - Utilities Grant Program	Cash	District	Support of grant writing services for community improvement	\$10,000
Clearway Energy	Cash	Elementary and Jr/Sr High Field trips	Support student field trips	\$5,000

7. POSSIBLE EXECUTIVE SESSION (*)

For any agenda item indicated with an asterisk (*), the Board may vote to convene in Executive Session pursuant to A.R.S. 38-431.03 (A) (1) for personnel matters when notified; (2) discussion or consideration of records exempt by law from public inspection; (3) for consultation with attorney; (4) for consultation with attorney when in pending or contemplated litigation. Discussion or consideration of personnel matters may include employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee.

8. ACTION ITEMS

8.A. Personnel Requests (*)

Name	Assignment	Action
Baxter, Shannon	Student Worker	Approval
Beatty, Kristen	Tutor (Substitute)	Assignment
Bushman, Peter	Tutor (Substitute)	Assignment
Chairez, Gabriel	Student Worker	Ratification
Castellano, Kory	Tutor (Substitute)	Assignment
Cox, Wyatt	JH Head Football Coach	Ratification
Delgado, Christian	Student Worker	Ratification
DeWitt, Darolyn	Tutor (Substitute)	Assignment
DeWitt, Darolyn	Volunteer (Soccer)	Acceptance
DeWitt, Lexi	Volunteer (Soccer)	Acceptance
Fischer, Jennifer	After School Tutor	Assignment
Gardner, Jason	JH Assistant Football Coach	Ratification
Golding, Tori	Substitute Teacher	Approval
Hancock, Natalie	Special Education Director	Resignation
Hancock, Sarah	Payroll and Accounting	Resignation
Hansen, Ruth	After School Tutor	Assignment
Hansen, Ruth	Volunteer (Soccer)	Acceptance
Hunt, Ericka	Tutor (Substitute)	Assignment
Hutchens II, Daniel	7th Grade Softball Coach	Ratification
Jensen, Jonathan	Substitute Teacher	Approval

Name	Assignment	Action
Kinlicheenie, Tawnya	After School Tutor	Assignment
Kitelinger, Sienna	Student Worker	Ratification
Larsen, Trina	Volunteer (Soccer)	Acceptance
McGee, Deveney	Instructional Aide Title I	Ratification
Metzger, Kelly	After School Tutor	Assignment
Miller, Paxton	Student Worker	Approval
Mosier, Jori	Volunteer (JH/HS)	Acceptance
Murphy, Jaci	Hospitality Coordinator	Approval
Nez, Kalebrita	Student Worker	Ratification
Salley, Holli	Substitute Teacher	Approval
Sander, Amanda	After School Tutor	Assignment
Sander, Amanda	Volunteer (Soccer)	Acceptance
Sander, JJ	Student Worker	Ratification
Smith, Deidra	After School Tutor	Assignment
Smith, Gayla	Event Worker	Renewal
Smith, Jim	Event Worker	Renewal
Westover, Jennifer	Cheer Coach (Basketball)	Renewal
Young, Claire	Instructional Aide Title I	Ratification
Young, Claire	Tutor (Substitute)	Assignment

8.B. Discussion and Possible Approval of Additional Volleyball Coach Position

8.C. Approval of 2025-26 Performance Pay Plans for Teachers and Certified Specialists and Classroom Site Fund Allocation

Annual performance plans for staff

Joseph City Unified School District Performance Pay Plan

Joseph City Unified School District participates in a Performance Based Compensation Plan. This annual plan provides some JCUSD staff with the opportunity to earn additional compensation each school year through their participation in site based, student academic achievement, professional development, or other approved activities.

2025 - 2026 Teacher Outline for 301 Performance Funds:

The amount that each staff member who completes and qualifies for performance pay will be \$2,500. This compensation will be divided into separate payments made to qualifying staff in December 2025 and June 2026.

Professional Development

- Each individual teacher will log a minimum of 15 clock hours of professional development which will include the following: Training and professional development, approved by the Principal, which aligns with the established site goals and are documented for the purpose of meeting the required hours of this performance plan.

Student Performance

- Teachers need to submit Student Learning Objectives (S.L.O.) forms to their Principal by the end of the 1st 9-week quarter. Modifications can be made to the objectives at the request of the teacher, and the approval of the supervisor.
- At least 75% of a teacher's student learning objectives are met and verified by the building principal by the end of the second semester in May, 2026.

Meaningful Student Enrichment

- Teachers shall document two 'flex days' (16 hours) during the school year which will enrich students' educational experience. These days/hours are to be preapproved by the Principal and will occur outside of the regularly scheduled classroom instructional time.

Evaluation of Overall Performance

- A teacher's summative evaluation will be a rating of 'Effective' or 'Highly Effective' to qualify for performance pay funds. The 4 ratings are 'Ineffective', 'Developing', 'Effective', and 'Highly Effective'. A teacher in their first year of teaching may receive a rating of 'Developing' or higher and still qualify for the entire performance plan compensation. A teacher in their second year teaching at Joseph City Schools will need to have a rating of 'Effective' or higher to qualify for the performance pay funds.

Professional Development Log

Teacher: _____

School Year: 2025 - 2026

Professional development activities should represent a cross-section of the Professional Teaching Standards, such as: Learning Environment or Professionalism—Staff meetings, mandatory in-service, district committee work, tutoring (non-paid); Knowledge, Delivery, Planning-workshops, trainings, conferences, seminars, College courses for graduate credit.

Professional Standard & Development Activity	Date	Location and Hours	Evidence of Satisfactory Completion Received
			<input type="checkbox"/> Assessment <input type="checkbox"/> Document <input type="checkbox"/> Other
			<input type="checkbox"/> Assessment <input type="checkbox"/> Document <input type="checkbox"/> Other
			<input type="checkbox"/> Assessment <input type="checkbox"/> Document <input type="checkbox"/> Other
			<input type="checkbox"/> Assessment <input type="checkbox"/> Document <input type="checkbox"/> Other
			<input type="checkbox"/> Assessment <input type="checkbox"/> Document <input type="checkbox"/> Other
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			<input type="checkbox"/> Assessment <input type="checkbox"/> Document <input type="checkbox"/> Other

Student Learning Objective Progress Form

Directions: This form is a tool to assist teachers in setting an objective that results in measurable learner progress. NOTE: When applicable, learner progress should be the focus of the objective. Enter information electronically into the cells (the boxes will expand to fit the text).

Teacher's Name: _____

Position: _____ **School Year:** _____

Initial Objective Submission Date: _____

I. Setting (Describe the population and any special learning circumstances)	
II. Content/Subject/Field Area	
III. What is Being Used for Baseline Data (Where are you getting your baseline data from to measure student growth)	
IV. What Is Being Identified from The Data (examples include prior knowledge, gaps in curriculum that may exist with students, strengths and weaknesses, cognitive levels)	

V. Objectives (Describe what you want learners in your program to accomplish)

1.

2.

3.

4.

5.

6.

7.

8.

9.

10.

DRAFT

<i>VI. Means for Attaining Objective (Strategies used to accomplish the objective)</i>	
Strategy	Documentation/Evidence

DRAFT

<p><i>VII. Mid-Year Review (Describe objective progress and other relevant data)</i></p>	<p>Mid-year review conducted on _____</p> <p>Initials: _____ (teacher) _____ (evaluator)</p> <p><input type="checkbox"/> Data attached</p>
---	--

Teacher's Signature _____ Date _____

Evaluator's Signature _____ Date _____

End-of-Year Review

Academic Goals Were Met: Yes No

Professional Development Completed: Yes No

Flex Days Completed: Yes No

Evaluation: Yes No

Evaluator's Signature _____ Date _____

Dr.

Specialist (Speech Pathologist) Performance Pay Plan 2025-2026

- The amount of the stipend associated with this plan will be the same amount (estimated to be \$2,500) that qualifying certified teachers will receive.
- This plan is designed specifically for JCUSD Specialist and Speech Pathologist, Natalie Hancock, for the 2025 – 2026 school year.

To qualify for the compensation associated with this plan the following must be performed to an adequate extent under the supervision of the Superintendent.

- 1) As requested by the Superintendent or by the Special Education Director, serve as a Point of Contact for parents of special needs students at the Elementary school.
- 2) Assist the preschool teacher(s) with completing all IEP paperwork and maintaining procedural and legal compliance.
- 3) Attend additional IEP meetings by request as a special education liaison to assist students, guardians, and staff with communication and solutions that promote student growth and success.
- 4) 10 CEUs continuing certification shall be earned during the year as a professional development requirement.
- 5) Maintain a documentation log of the above listed items.
- 6) Obtain membership to a professional organization of School Speech Pathologists or Special Education Leaders. Fees associated with this membership may be paid by the District.
- 7) A summative evaluation rating of 'Effective' or better is received.
- 8) 15 Flex hours of student enrichment.

The evaluation of the progress towards completion of this plan will be documented and awarded at the end of each semester.

Specialist (School Nurse) Performance Pay Plan 2025-2026

- The amount of the stipend associated with this plan will be the same amount (estimated to be \$2,500) that qualifying certified teachers will receive.
- This plan is designed specifically for Joseph City Schools' Nurse, Shelley Mills, for the 2025 - 2026 school year.

To qualify for the compensation associated with this plan the following must be performed to an adequate extent under the supervision of the Elementary School Principal, Darel Mosier.

- 1) Receive a rating of 'Effective', 'Satisfactory', or better on the Nurse Summative Evaluation scale.
- 2) Complete at least 10 hours of professional development that has been approved in advance by Mr. Mosier, during the school year.
- 3) Organize the following activities/programs:
 - One immunization clinic for students and families.
 - Dental Screenings and Education at the Elementary School.
- 4) Attend the following monthly meetings as a representative of Joseph City Schools and give a summarized report to the school principals and superintendent.
 - Youth Wellness and Health by Winslow Indian Health by ZOOM
 - AZ Dept Education School Health and Nursing Services Huddle by ZOOM
- 5) Maintain documentation of the above listed items.
- 6) 10 CEUs continuing certification shall be earned during the year as a professional development requirement.
- 7) Receive a 'Satisfactory' or better rating on the employee performance evaluation.

The evaluation of the progress towards completion of this plan will be documented and awarded at the end of each semester.

Elementary Site Goals 2025 / 2026

1) Teachers will have a dedicated, daily writing block, collecting a portfolio of writing samples.

(K-2) 20 - 30 minutes

(3-5) 30 - 45 minutes

2) Teachers will use IXL Benchmarks and/or data for targeted Math intervention and enrichment. Time on Enrichment Days will be set aside to analyze, interpret, and use the data to adjust instruction and plan lessons.

3) Use Star Benchmark data for targeted Reading. Time on Enrichment Days will be set aside to analyze, interpret, and use the data to adjust instruction and plan lessons.

8.D. Discussion and Possible Approval of Changes to Governing Board Policies

These policies and possible changes were presented for public and board review at the previous regular board meeting and on the District website. See the attached Policy Advisory for policy changes to be considered. See the Link section of this agenda item to view the current policy manual. Policies affected:

Policy Advisory 909-914:

EB - Environmental and Safety Program

GCQF - Discipline, Suspension and Dismissal of Professional Staff Members

IKF - Graduation Requirements

JLC - Student Health Services and Requirements

JLCD - Medicines/Administering Medicines to Students

JLF - Reporting Child Abuse/Child Protection

POLICY SERVICES ADVISORY

Volume 37, Number 7

July 2025

Policy Advisory No. 909 Policy EB — Environmental and Safety Program

Policy Advisory No. 910 Policy GCQF — Discipline, Suspension and
Dismissal of Professional Staff Members

Policy Advisory No. 911 Policy IKF — Graduation Requirements

Policy Advisory No. 912 Policy JLC — Student Health Services and
Requirements

Policy Advisory No. 913 Policy JLCD — Medicines/Administering
Medicines to Students

Policy Advisory No. 914 Policy JLF — Reporting Child Abuse/
Child Protection

POLICY ADVISORY DISCUSSION

Summary

The following policy advisories are derived from enactments of the 57th Legislature, First Regular Session, 2025. These are indicated by references to the bills and/or statutes that have either been newly created or altered by the Legislature. All applicable policies have been revised to align with these enactments.

Policy Advisory No. 909

Policy EB — Environmental and Safety Program

HB 2074 amended A.R.S. 15-154 regarding expansion of purchasing options for school safety programs; expansion of program proposals supporting school officers; expansion of definition for School Resource Officer; and inclusion of a new term, “School Safety Officer” as defined therein. HB 2074 also added A.R.S. 15-154.02 to include requirements for school districts to develop an Emergency Response Plan and conduct a safety assessment every five years.

Policy Advisory No. 910

Policy GCQF — Discipline, Suspension and Dismissal of Professional Staff Members

SB 1659 amended A.R.S. 15-350 to include new guidelines for a school or school district requesting information from the Department of Education about allegations of misconduct by an employee who resigned or otherwise separated from employment with the district.

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

Policy Advisory No. 911

Policy IKF — Graduation Requirements

HB 2540 amended A.R.S. 15-741 to include requirements regarding high school assessments conducted by a source outside of the school district or charter school and allowances for a written assessment.

Policy Advisory No. 912

Policy JLC — Student Health Services and Requirements

SB 1383 amended A.R.S. Title 15, Chapter 1, Article 5 by adding A.R.S. 15-160.03 which requires districts or charter schools that provide routine health care services to students to provide health care credentials, and districts or charter schools to provide emergency response training information upon request of a parent or guardian. A.R.S. 15-160.03 does not require the school or district to release personally identifiable information of school employees or health care providers.

Policy Advisory No. 913

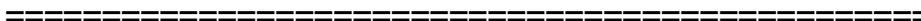
Policy JLCD — Medicines/Administering Medicines to Students

SB 1440 amended A.R.S. 15-157, 15-189.04, 15-203, 15-341, 32-1706, 32-1854, 32-1901.01, 36-2201, 36-2226.01 and 36-2226.02 to replace the term “epinephrine auto injectors” with “epinephrine delivery systems” and provides a definition for this new term.

Policy Advisory No. 914

Policy JLF — Reporting Child Abuse/Child Protection

SB 1493 amended A.R.S. Title 8, Chapter 4 by adding A.R.S. 8-520.08 and amended A.R.S. Title 15, Chapter 1, Article 5 by adding A.R.S. 15-160.03 to provide guidelines on required identification from a Department of Child Safety caseworker at a school visit.



If you have any questions, call Policy Services at (602) 254-1100. Ask for Dr. Charlotte Patterson, Policy Analyst; Lynne Bondi, Policy Analyst or Renae Watson, Policy Technician. Our e-mail addresses are, respectively, [cpatterson@azsba.org], [lbondi@azsba.org] and [rwatson@azsba.org]. You may also fax information to (602) 254-1177.

Note: This material is written for informational purposes only, and not as legal advice. You may wish to review the policy references and consult an attorney for further explanation.

ADVISORY 909

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

EB ©
ENVIRONMENTAL AND
SAFETY PROGRAM

The Superintendent will establish procedures to protect the safety of all students, employees, visitors, and others present on District property or at school-sponsored events.

The practice of safety shall also be considered a facet of the instructional plan of the District schools' ~~by virtue of~~ educational programs ~~in~~ (including but not limited to: sex offender awareness, traffic and pedestrian safety, driver education, fire prevention, indoor air quality (IAQ), and emergency procedures), appropriate for students at different grade levels. General areas of emphasis shall include, but not be limited to: in-service training; accident record keeping; plant inspection; driver and vehicle safety programs; fire prevention; indoor air quality (IAQ); school site selection; and emergency procedures and traffic safety problems relevant to students, employees, and the community.

School Safety Programs

School safety programs may purchase safety technology, training and infrastructure improvements for school campuses and may submit program proposals to support the costs of placing school resource officers, juvenile probation officers or school safety officers, or any combination of these officers, as long as all requirements are met per A.R.S. 15-154.

School Safety Personnel

A school resource officer can be a peace officer, a full-authority reserve peace officer who is certified by the Arizona Peace Officer Standards and Training Board, or an individual who as previously employed as a peace officer in Arizona, who retired in good standing and who is assigned to participate in the school safety program by a law enforcement agency pursuant to A.R.S. 15-155.

A school safety officer is a school resource officer who is working in an off-duty capacity.

Emergency Response Plan and Safety Assessment

Each school district and charter school that receives monies pursuant to A.R.S. 15-154 for an approved school safety program shall 1) develop an emergency response plan pursuant to A.R.S. 15-341 or A.R.S. 15-183, as applicable; and 2) every five (5) years, complete a school safety assessment using an approved school safety assessment provider from a list maintained by the Department of Education.

Adopted: _____

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

LEGAL REF.:

A.R.S.

13-2911

15-151

15-154

15-154.02

15-155

15-341

15-507

23-403

23-408

CROSS REF.:

EBAA - Reporting of Hazards/Warning Systems

ECB - Building and Grounds Maintenance

JLIF - Sex Offender Notification

ADVISORY 910

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

GCQF ©
DISCIPLINE, SUSPENSION, AND
DISMISSAL OF
PROFESSIONAL STAFF MEMBERS

Categories of Misconduct

Certificated staff members may be disciplined for infractions that include, but are not limited to, the following categories:

- A. Engaging in unprofessional conduct.
- B. Committing fraud in securing appointment.
- C. Exhibiting incompetency in their work.
- D. Exhibiting inefficiency in their work.
- E. Exhibiting improper attitudes.
- F. Neglecting their duties.
- G. Engaging in acts of insubordination.
- H. Engaging in acts of child abuse or child molestation.
- I. Engaging in acts of dishonesty.
- J. Being under the influence of alcohol while on duty.
- K. Engaging in the illicit use of narcotics or habit-forming drugs.
- L. Being absent without authorized leave.
- M. Engaging in discourteous treatment of the public.
- N. Engaging in improper political activity.
- O. Engaging in willful disobedience.
- P. Being involved in misuse or unauthorized use of school property.
- Q. Being involved in excessive absenteeism.
- R. Carrying or possessing a weapon on school grounds unless they are peace officers or have obtained specific authorization from the appropriate school administrator.

Statutory Requirements

Certificated staff members disciplined under A.R.S. 15-341, A.R.S. 15-539, or other applicable statutes:

- A. May not be suspended with or without pay for a period exceeding ten (10) school days under A.R.S. 15-341.
- B. May be suspended without pay for a period of time greater than ten (10) school days or dismissed under A.R.S. 15-539.
- C. Shall be disciplined under procedures that provide for notice, hearing, and appeal, subject to the requirements of A.R.S. 15-341 or A.R.S. 15-539, whichever is appropriate.
- D. Shall, if disciplined under A.R.S. 15-539 or other applicable statutes, excluding A.R.S. 15-341, receive notice in writing served upon the certificated staff member personally or by United States registered or certified mail addressed to the employee's last-known address. A copy of charges specifying instances of behavior and the acts of omissions constituting the charge(s), together with a copy of all applicable statutes, shall be attached to the notice.
- E. Shall have the right to a hearing in accordance with the following:
 - 1. *Suspension under A.R.S. 15-341.* The supervising administrator will schedule a meeting not less than two (2) days nor more than ten (10) days after the date the certificated staff member receives the notice.
 - 2. *Dismissal or dismissal with suspension included under A.R.S. 15-539.* A certificated staff member's written request for a hearing shall be filed with the Board within ten (10) days after service of notice. The filing of a timely request shall suspend the imposition of a suspension without pay or a dismissal pending completion of the hearing.

General Provisions for Discipline Under A.R.S. 15-341

General provisions for discipline are as follows:

- A. *Informal consultation.* Nothing contained herein will limit a supervising administrator's prerogative to engage in informal consultation with a certificated employee to discuss matters of concern related to the employee's performance, conduct, et cetera; however, when it is apparent that disciplinary action toward a certificated employee is likely to become a part of the certificated staff member's personnel record as permitted by A.R.S. 15-341, the procedures outlined herein shall be followed.

B. *Persons authorized to impose discipline.* Any supervising administrator who is the immediate or primary supervisor of a certificated staff member is authorized to impose a penalty or penalties, short of dismissal. Only the Board may dismiss a certificated staff member.

C. *Notice.* Any person who is required by this policy to give written notice to any other person affected by this policy may do so by any means reasonably calculated to give the recipient actual knowledge of the notice within a reasonable amount of time. When time is calculated from the date a notice is received, the notice is deemed to be received on the date it is hand delivered or three (3) calendar days after it is placed in the mail.

D. *Administrative discretion.* In adopting these policies and procedures, it is the intention of the District that they be interpreted and applied in a reasonable fashion. The policies and regulations are not intended to restrict or eliminate the discretion traditionally afforded to supervising administrators to determine whether discipline is appropriate. Supervising administrators are therefore directed to continue to use reasonable discretion in determining whether a particular alleged violation merits discipline.

E. *Right not to impose discipline.* The District reserves the right not to discipline a certificated staff member for conduct that violates this policy.

F. *Definition of work days.* For the purposes of this policy, a *work day* is any day that the District's central administrative office is open for business.

G. *Additional reasons for discipline.* A certificated staff member may be disciplined for conduct that has occurred but that, at or near the time of misconduct, was not the subject of or identified as a reason for a specific proceeding under this policy.

Procedure for Discipline Under A.R.S. 15-341

The following procedures will be used to impose any discipline that 1) shall become a part of the certificated staff member's personnel record and 2) is permitted under A.R.S. 15-341:

Step 1 - Notice:

A. Upon the supervising administrator's determination of the existence of cause to impose discipline, the supervising administrator shall notify the certificated staff member of intent to impose discipline. The notice shall be in writing and shall be delivered in person or by first-class mail. The notice shall include the following:

1. The conduct or omission on the part of the certificated staff member that constitutes the reason for discipline.

2. A scheduled meeting time between the supervising administrator and the certificated staff member. Such meeting shall be scheduled not more than ten (10) working days after the date the certificated staff member receives the notice.
3. A statement of the disciplinary action the supervising administrator intends to impose, including, if applicable, the number of days of suspension with or without pay.
4. Copies of any available relevant documentation, at the discretion of the supervising administrator.

Step 2 - Discipline Hearing:

- A. At the hearing, the supervising administrator shall discuss with the certificated staff member the conduct that warrants disciplinary action and shall provide the certificated staff member with any appropriate evidence and a copy of relevant documentation if not previously provided.
- B. The supervising administrator shall conduct the hearing in an informal manner, without adherence to the rules of evidence and procedure required in judicial proceedings.

Step 3 - Decision (in writing):

At the hearing, or within ten (10) working days following the hearing, the supervising administrator shall, in writing, inform the certificated staff member of the decision. If the decision is to impose discipline, written notice of the discipline shall be enclosed. The written notice of the decision shall state that a copy of the notice, decision, and a record of the disciplinary action shall be placed in the certificated staff member's personnel file and shall specify the date the discipline shall be imposed unless the certificated staff member files a written request for appeal within five (5) working days after the decision is delivered to the certificated staff member. If the certificated staff member requests an appeal of the decision, the imposition of any discipline shall be suspended pending the outcome of the appeal.

Step 4 - Appeal:

Discipline imposed may be appealed at the next organizational level, in writing, to the appropriate assistant superintendent or the Superintendent. Only when the discipline is determined by the Superintendent shall the appeal be to the Board, which, at its discretion, may appoint a hearing officer. The appeal shall contain a brief statement of the reasons why the certificated staff member believes the administrator's decision is incorrect. Appeal is limited to one (1) organizational level above the level of the supervising administrator who imposed the discipline.

The appeal shall specifically describe the part of the determination with which the certificated staff member disagrees:

- A. Determination was founded upon error of construction or application of any pertinent regulations or policies.
- B. Determination was unsupported by any evidence as disclosed by the entire record.
- C. Determination was materially affected by unlawful procedure.
- D. Determination was based on violation of any statutory or constitutional right.
- E. Determination was arbitrary and capricious.
- F. The penalty was excessive.

The supervising administrator, the Superintendent, or, when appropriate, the Board or the Board-appointed hearing officer may, at the conclusion of the appeal, uphold the discipline, modify the decision, or refer the matter back to the level from which it was appealed for rehearing and additional information. Such decision, along with specific direction as to the effective date of any discipline, shall be communicated to the certificated staff member within a reasonable amount of time following the appeal, not to exceed seven (7) working days.

The assigned hearing officer shall, by use of a mechanical device, make a record of the appeal hearing.

This policy, under A.R.S. 15-341, does not apply to dismissal of a certificated staff member except to the extent that the Board may find, subsequent to dismissal proceedings, that a lesser form of discipline as set forth in this policy should be imposed.

Not all administrative actions regarding a certificated staff member are considered "discipline," even though they may involve alleged or possible violations by the certificated staff member. This policy addresses only discipline and has no application to any of the following:

- A. The certificated staff member evaluation procedure or the resulting evaluations as they pertain to the adequacy of the certificated staff member's classroom performance.
- B. Letters or memorandums directed to a certificated staff member containing directives or instructions for future conduct.
- C. Counseling of a certificated staff member concerning expectations of future conduct.

D. Nonrenewal of a contract of a certificated staff member employed by the District for less than the major portion of three (3) consecutive school years (noncontinuing certificated staff member).

**General Provisions for Suspension
Without Pay or Dismissal Under
A.R.S. 15-539**

Step 1 - Notice:

A. The Governing Board, except as otherwise provided by A.R.S. 15-539, shall upon receipt of a written statement of charges from the Superintendent that cause exists for the suspension of a certificated teacher without pay for a period longer than ten (10) school days or dismissal, shall give notice to the teacher of the Board's intention to suspend without pay or dismiss the teacher at the expiration of ten (10) days from the date of service of the notice.

1. If charges presented to the Board for dismissal of a certificated person allege immoral conduct, the charge or a resignation involving such charges shall be reported to the Department of Education.

2. Whenever the statement of charges by the Superintendent allege immoral or unprofessional conduct as the cause for dismissal, the Board may adopt a resolution to file a complaint with the State Department of Education. Pending disciplinary action by the State Board, the certificated teacher may be reassigned by the Superintendent or the Governing Board may place the teacher on administrative leave and give notice to the teacher of the administrative leave of absence pursuant to A.R.S. 15-540.

3. As used in this policy, immoral conduct means any conduct that is contrary to the moral standards of the community and that reflects an unfitness to perform the duties assigned to the certificated staff member.

B. The Governing Board, upon adoption of a written statement charging a certificated teacher with cause for suspension without pay or dismissal, may immediately place the teacher on administrative leave of absence and give the teacher notice of the administrative leave of absence.

C. Written notice of the administrative leave of absence shall be served on the teacher personally or by United States registered mail addressed to the teacher at the teacher's last known address.

Step 2 – Hearing for Suspension Without Pay or Dismissal:

A. The Governing Board shall decide whether to hold a hearing on the dismissal or suspension of a certificated teacher without pay for a period of time longer than ten (10) days as provided in A.R.S. 15-541.

PLEASE CHOOSE OPTION - The Governing Board may provide, **(A)** *by policy* or **(B)** *vote* at its annual organizational meeting, that all hearings conducted pursuant to ~~this section~~ A.R.S. 15-541 shall be conducted before a hearing officer.

B. If the Governing Board decides not to hold a hearing, the Board shall designate a hearing officer to:

1. hold the hearing,
2. hear the evidence,
3. prepare a record of the hearing, and
4. issue a recommendation to the Board for action.

C. If the parties cannot mutually agree on a hearing officer, a hearing officer shall be selected by the Governing Board from a list provided by the State Department of Education or the American Arbitration Association.

D. A hearing held pursuant to A.R.S. 15-541 may not be conducted by any hearing officer having a personal interest which would conflict with the hearing officer's objectivity in the hearing.

E. The hearing shall be held:

1. not less than fifteen (15) days, nor
2. not more than thirty (30) days.
3. after the request is filed, unless all parties to the hearing mutually agree to a different hearing date.

F. Notice of the time and place of the hearing shall be given to the teacher not less than three (3) days before the date of the hearing.

G. The teacher may request that the hearing be conducted in public or private.

H. The Governing Board shall provide any officer, appointee, or employee to be considered or discussed at a meeting with written notice of the executive session as is appropriate but not less than twenty-four (24) hours for the officer, appointee, or employee to determine whether the discussion or consideration should occur at a public meeting.

I. At the hearing the teacher may appear in person and by counsel, if desired, and may present any testimony, evidence or statements, either oral or in writing, in the teacher's behalf.

J. An official record of the hearing, including all testimony recorded manually or by mechanical device, and exhibits shall be prepared by the Governing Board or the hearing officer.

K. The teacher who is the subject of the hearing may not request that the testimony be transcribed unless the teacher agrees in writing to pay the actual cost of the transcription.

L. Within ten (10) days after a hearing conducted by the Governing Board the Board shall:

1. determine whether there existed good and just cause for the notice of dismissal or suspension, and
2. affirm or withdraw the notice of dismissal or suspension.

M. Within ten (10) days after a hearing conducted by a hearing officer, the hearing officer shall:

deliver a written recommendation to the Governing Board that includes findings of fact and conclusions.

N. Parties to the hearing have the right to object to the findings of the hearing officer and present oral and written arguments to the Governing Board.

O. The Governing Board has an additional ten (10) days to determine whether good and just cause existed for the notice of dismissal or suspension and shall render its decision accordingly, either affirming or withdrawing the notice of suspension or dismissal.

Good and just cause does not include religious or political beliefs or affiliations unless they are in violation of the oath of the teacher.

Additional Provisions and Conditions

During the pendency of a hearing, neither the certificated staff member nor the supervising administrator shall contact the Superintendent or a Board member to discuss the merits of the supervising administrator's recommendation or charges and proposed discipline except as provided by this policy. No attempt shall be made during such period to discuss the merits of the charges with the person designated to act as hearing officer.

The Governing Board shall keep confidential the name of a student involved in a hearing for dismissal, discipline, or action on a teacher's certificate, with exceptions as noted in A.R.S. 15-551.

State Board of Education

The highest ranking official of a school or school district (that employs the person or to whom the person has applied for employment) may request from the State Board of Education information relating to allegations that a certificated or noncertificated person engaged in conduct that, if true, constitutes grounds for disciplinary action if the certificated or noncertificated person resigned or otherwise separated from employment with a school before the State Board of Education either investigates the allegations or determines whether to take disciplinary action against the person.

The State Board of Education, after verifying the official's identity, shall provide the requested information, if available, to the official or designee. If providing the requested information might impede the State Board of Education's investigation of the allegations, the State Board of Education may deny the official's request or provide the information to the official or administrator after the State Board of Education completes the investigation.

Amendments. The District reserves the right to amend this policy in any way at any time. Any amendment shall have prospective application only.

Severability. If any provision of this policy is held to be invalid for any reason, such action shall not invalidate the remainder of this policy. If any provision of this policy conflicts with any provisions in any other policies adopted by the District, the provisions of this policy shall prevail.

Teachers Working Under a Short-Term Certification

A teacher who holds a teaching intern certificate, an emergency teaching certificate or another type of nonstandard certificate, that is valid for one (1) year or less, may be dismissed by the Board effective ten (10) days after delivery of the notice of dismissal to the teacher without complying with the requirements of A.R.S. conditions found in 15-537, 15-538, or 15-541. Notice of the Board's authority to dismiss pursuant to this shall be included in each teacher's contract.

Adopted: _____

LEGAL REF.:

A.R.S.

13-2911

15-153

15-203

15-341

15-342

15-350

15-503

15-507

15-508

15-514

15-536

15-538

15-538.01

15-538.02

15-539

15-540

15-541

15-542

15-543

15-549

15-551

41-770

CROSS REF.:

DKA - Payroll Procedures/Schedules

GCJ - Professional Staff Noncontinuing and Continuing Status

GCO - Evaluation of Professional Staff Members

ADVISORY 911

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

**IKF ©
GRADUATION REQUIREMENTS**

Regular Education

A minimum number of units of credit are required for graduation by the Arizona State Board of Education. Listed below are the units that must be completed before a student may receive a high school diploma.

Graduation requirements may be met as follows:

- A. By successful completion of subject area course requirements.
- B. By mastery of the standards adopted by the State Board of Education and other competency requirements for the subject as determined by the Governing Board in accord with A.A.C. R7-2-302 and rules established by the Superintendent.
- C. By earning credits through correspondence courses (limited to one [1] in each of the four [4] major subject areas) and/or by passing appropriate courses at the college or university level if the courses are determined to meet standards and criteria established by the Board and in accord with A.R.S. 15-701.01.
- D. By the transfer of credits as described in Policy JFABC.
- E. An out-of-state transfer student is not required to pass the competency test to graduate if the student has successfully passed a statewide assessment test on state adopted standards that are substantially equivalent to the State Board Adopted Academic Standards.

Graduation requirements as determined by the Arizona State Board of Education (A.A.C. R7-2-302) and the District Governing Board are as follows:

English	4.0 units
Math	4.0 units*
Science	3.0 units**
Social Studies	3.0 units***
American Government and Arizona Government	0.5 unit
American History - including Arizona History	1.0 unit
World History and Geography – including instruction on the Holocaust and other genocides for at least three (3) class periods, or the equivalent, on at least two (2) separate occasions during any of grades seven through twelve (7-12).	1.0 unit
Economics	0.5 unit****
Fine Arts or Career, Technical and Vocational Education	1.0 unit
Electives	<u>7.0 units</u>
Total	22.0 units

<p><i>Note:</i> This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.</p>

* In lieu of one (1) credit of Algebra II or its equivalent course content a student may request a personal curriculum in mathematics following A.A.C. R7-2-302.03.

* Math courses shall consist of Algebra I, Geometry, Algebra II, (or its equivalent) and an additional course with significant math content as determined by the Governing Board (Governing Body).

Pursuant to A.R.S. 15-710, a total of one (1) year instruction in state and federal constitutions, American institutions and ideals and in the history of Arizona, including the history of Native Americans in Arizona is required during grades nine (9) through twelve (12).

Pursuant to the prescribed graduation requirements adopted by the State Board of Education, the Governing Board may approve a rigorous computer science course that would fulfill a mathematics course required for graduation from high school. The Governing Board may only approve a rigorous computer science course if the rigorous computer science course includes significant mathematics content and the Governing Board determines the high school where the rigorous computer science course is offered has sufficient capacity, infrastructure and qualified staff, including competent teachers of computer science.

** Three (3) credits of science in preparation for proficiency at the high school level on a state required test.

*** Through the graduating class of 2025, the competency requirements for social studies shall include a requirement that, in order to graduate from high school or obtain a high school equivalency diploma, a ~~pupil~~ student must correctly answer at least sixty (60) of the one hundred (100) questions listed on a test that is identical to the civics portion of the naturalization test used by the United States Citizenship And Immigration Services.

Beginning with the graduating class of 2026, the competency requirements for social studies shall include a requirement that, in order to graduate from high school or obtain a high school equivalency diploma, a ~~pupil~~ student must correctly answer at least seventy (70) of the one hundred (100) questions listed on a test that is identical to the civics portion of the naturalization test used by the United States Citizenship and Immigration Services. The District school shall document on the ~~pupil's~~ student's transcript only a pass or fail designation that the ~~pupil~~ student has passed or failed the test.

A ~~pupil~~ student in grade seven (7) or eight (8) may take the test described in this paragraph, and if the ~~pupil~~ student correctly answers at least seventy (70) of the one hundred (100) questions on the test:

- a) The district school or charter school shall document on the ~~pupil's~~ student's transcript only a pass or fail designation that the ~~pupil~~ student has passed or failed the test required by this paragraph.

b) The ~~pupil~~ student is not required to take the test required by this paragraph again in high school.

**** The State Board requirement for economics is at least one-half (.5) of a course credit, which shall include financial literacy and personal financial management.

The Governing Board may determine the method and manner in which to administer a test that is identical to the civics portion of the naturalization test used by the United States Citizenship and Immigration Services. A ~~pupil~~ student who does not obtain a passing score on the test that is identical to the civics portion of the naturalization test may retake the test until the ~~pupil~~ student obtains a passing score.

Each school district and charter school shall report to the department of education all of the following aggregate data, organized by grade level, relating to the test that is identical to the civics portion of the naturalization test used by the United States Citizenship and Immigration Services required by subsection A, paragraph 3 of A.R.S. 15-701.01:

1. The median score.
2. The percentage of ~~pupil's~~ students who passed by correctly answering the minimum number of questions required to pass the test pursuant to subsection A, paragraph 3 of A.R.S. 15-701.01.
3. The percentage of ~~pupil's~~ students who failed by correctly answering fewer than the minimum number of questions required to pass the test pursuant to subsection A, paragraph 3 of A.R.S. 15-701.01.
4. Any other data required by the department relating to the test.

A school district or charter school may not include the personally identifiable information of any ~~pupil~~ student in the data reported to the department of education under subsection L of A.R.S. 15-701.01.

Assessments

If a high school student who is enrolled in a school district or charter school participates in a nationally recognized assessment that is both adopted by the State Board of Education and administered by a person other than the school district or charter school, the student or student's parent or guardian may submit the student's official score report for the assessment to the school district or charter school. On receiving an official score report, the school district or charter school shall do all of the following:

1. record the score in the student's file.
2. report the score to the State Board of Education and the Department of Education.
3. If the student or student's parent or guardian submits an official score report to the school district or charter school before the date on which the school administers the tests, allow the student to opt out of participation in the assessment that is administered by the school district or charter school. If a student opts out of an assessment, the school district or charter school shall use the data from the student's official score report for the student's achievement test data. "Nationally recognized" has the same meaning as provided in A.R.S. 15-741.02.

A school district or charter school is not required to allow a student to opt out of the collection of non-test indicator data or other information that is collected about students who participate in the assessment that is administered by the school district or charter school.

Written Assessment

A school district or charter school may administer the statewide assessment in the form of a written test if any of the following applies:

1. a written test is required pursuant to an individualized education program or a section 504 plan.
2. to accommodate special circumstances.
3. for religious purposes.
4. on request by a student's parent or guardian.

Special Education

Listed above, under "Regular Education," are the requirements that must be completed before a student may receive a high school diploma. Completion of graduation requirements for special education students who do not meet the required units of credit shall be determined on a case-by-case basis in accordance with the special education course of study and the individualized education program of the student. Graduation requirements established by the Governing Board may be met by a student as defined in A.R.S. 15-701.01 and A.A.C. R7-2-302.

Pupil's Students who receive special education shall not be required to achieve passing scores on the test that is identical to the civics portion of the naturalization test under ~~section~~ A.R.S. 15-701.01 in order to graduate from high school unless the ~~pupil student~~ pupil student is learning at a level appropriate for the ~~pupil's student's~~ student's grade level in a specific academic area and unless a passing score on the test that is identical to the civics portion of the naturalization test under ~~section~~ A.R.S. 15-701.01 is specifically required in a specific academic area by the ~~pupil's student's~~ student's individualized education program as mutually agreed on by the ~~pupil's student's~~ student's parents and the ~~pupil's student's~~ student's individualized education program team or the ~~pupil student~~ pupil student, if the ~~pupil student~~ pupil student is at least eighteen (18) years of age.

Competency requirements. Any student who is placed in special education classes, grades nine (9) through twelve (12), is eligible to receive a high school diploma without meeting state competency requirements.

State Seal of Biliteracy. The School District may voluntarily participate in the state seal of biliteracy program by notifying the Superintendent of Public Instruction of such intention. Schools will then identify the students who have met the requirements to be awarded the state seal of biliteracy, which shall be affixed to the diploma and noted on the transcript of each student who has met the requirements.

CPR Instruction and Training. School districts and charter schools shall provide public school ~~pupils~~ students with one (1) or more training sessions in cardiopulmonary resuscitation, through the use of psychomotor skills in an age-appropriate manner, during high school.

Adopted: _____

LEGAL REF.:

A.R.S.

15-203

15-341

15-701.01

15-710

15-741

15-763

A.A.C.

R7-2-302

R7-2-302.03

CROSS REF.:

IGD - Curriculum Adoption

IGE - Curriculum Guides and Course Outlines

IHAMC - Instruction and Training in Cardiopulmonary Resuscitation

IHAMD - Instruction and Training in Suicide Prevention

IIE - Student Schedules and Course Loads

IKA - Grading/Assessment Systems

JFABC - Admission of Transfer Students

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.

ADVISORY 912

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**JLC ©
STUDENT HEALTH SERVICES
AND REQUIREMENTS**

The Superintendent shall establish procedures for the student health services program in the District. Such procedures will provide for:

- A. Administration of patent or proprietary medications (over-the-counter [OTC] medications) in compliance with Arizona Revised Statutes and District policies.
- B. Administration of prescription medications in compliance with Arizona Revised Statutes and District policies.
- C. Administration of immunizations in conjunction with the County Health Department and in compliance with Arizona Revised Statutes.
- D. Providing preventive health information.
- E. The treatment of school-related injuries/illnesses, and recommendation for follow-up care.
- F. Screening clinics for selected physical impairments.
- G. On request by a student's parent or guardian, each school district or charter school shall provide health care credentials of each individual who provides routine health care to students in the school's health office.
- H. On request by a student's parent or guardian, each school district or charter school shall provide information describing the types of emergency response training, including cardiopulmonary resuscitation training, that the school district or charter school requires school employees to complete.
- I. A school district or charter school is not required to release the personally identifiable information of a school employee or an individual who provides routine health care services to students, including the employee's or individual's address, salary, social security number or telephone number.

Adopted: _____

LEGAL REF.:

A.R.S.

15-160.03

15-344

ADVISORY 913

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**JLCD ©
MEDICINES / ADMINISTERING
MEDICINES TO STUDENTS**

**Staff Administration of Medication
to Students – In General**

When it is necessary for a student to take medicine during school hours, the District will cooperate with the health care practitioner and the parents if the following requirements are met:

- A. There must be a written order from the prescribing health care practitioner stating the name of the medicine, the dosage, and the time it is to be given.
- B. There must be written permission from the parent, or written authorization from the student if eighteen (18) years old, to allow the school or the student to administer the medicine. See JLCD-EA.
- C. 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 directions intact.

**Self – Administration of Medication by
Students – Limited Circumstances**

Students are entitled to possess and self-administer medications under the following limited circumstances:

- A. ***Emergency Epinephrine*** – Students who have been diagnosed with anaphylaxis may carry and self-administer emergency medications including ~~auto-injectable epinephrine~~ epinephrine delivery systems provided the student's name is on the prescription label, on the medication container or device and annual written documentation from the student'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;
- B. ***Handheld Inhalers*** – Students may possess and self-administer prescription medication for breathing disorders in handheld inhaler devices if prescribed by a health care professional. The student's name must be on the prescription label, on the medication container, or on the handheld inhaler device and annual written documentation from the student's parent must be provided to the school health office that authorizes possession and self-administration.

C. ***Diabetes Management*** – Students with diabetes who have a diabetes medical management plan provided by the student's parent, signed by a licensed health professional or nurse practitioner as specified by A.R.S. 15-344.01, may carry appropriate medications and monitoring equipment and self-administer the medication. Specific requirements of this policy are listed in Regulation JLCD-R.

Emergency Administration of Medicines by Trained Employees

Auto-Injectable Epinephrine Delivery Systems

If the Governing Board elects to stock ~~auto-injectable epinephrine~~ epinephrine delivery systems, the Governing Board directs the Superintendent to prescribe and enforce regulations and procedures for the emergency administration of ~~auto-injectable epinephrine~~ epinephrine delivery systems by a trained employee of the School District pursuant to ~~section~~ A.R.S. 15-157 and A.A.C. R7-2-809.

If ~~auto-injectable epinephrine~~ epinephrine delivery systems is in stock, the Superintendent shall designate at least two (2) school personnel for each school site who shall be required to receive annual training in the proper administration of ~~auto-injectable epinephrine~~ epinephrine delivery systems pursuant to A.A.C. R7-2-809. The Superintendent shall maintain and make available upon request a list of those school personnel authorized and trained to administer ~~auto-injectable epinephrine~~ epinephrine delivery systems.

Inhalers

A trained school employee, or trained nurse under contract, may administer, or assist in the administration of, an inhaler to a student or an adult whom the individual believes in good faith to be exhibiting symptoms of respiratory distress while at school or a school-sponsored activity.

Naloxone Hydrochloride (NARCAN)

The Governing Board directs the Superintendent to prescribe and enforce regulations and procedures for the emergency administration of naloxone hydrochloride or any other opioid antagonist approved by the United States Food and Drug Administration by an employee of a school district pursuant to ~~Section~~ A.R.S. 36-2267.

Seizure Management Plans

The Superintendent shall create procedures to administer seizure management plans for students diagnosed with a seizure disorder. The procedures shall comply with A.R.S. 15-160.02. The District shall:

- A. Verify and accept student seizure management plans developed by student's parents and physicians or nurse practitioners.

B. Assign a nurse, employed or under contract, to review the plan. If no nurse is available, the Superintendent shall designate an employee to be responsible for reviewing seizure management and treatment plans.

C. Confirm that nurses and non-nurse staff required by statute, are trained as according to law.

D. Require at least one (1) school official, in addition to the nurse, to meet the training requirements listed in 15-160.02(H).

E. Seizure management plans shall be submitted to the school health office or District office for review; a template for health plans can be found in Exhibit JLCD-EB.

Required Trainings

Training on Anaphylactic Shock

If the Governing Board elects to stock ~~auto-injectable epinephrine~~ epinephrine delivery systems, the Superintendent shall require all school site personnel to receive an annual training on the recognition of anaphylactic shock symptoms and procedures to follow when anaphylactic shock occurs.

Training on Recognition of Symptoms of Respiratory Distress and Administration of Inhalers

If the Governing Board elects to administer inhalers, the Superintendent must designate at least two (2) personnel at each school site who shall be trained in the recognition of respiratory distress symptoms, the procedures to follow when respiratory distress occurs, and the administration of inhalers, as directed on the prescription protocol, A.A.C. R7-2-810. The Superintendent must maintain and make available upon request a list of school personnel authorized to administer inhalers. The Superintendent will review and implement all the regulatory items listed in A.A.C. R7-2-810, if applicable, as set forth in Regulation JLCD-R.

Training on Seizure Management Plans

The Superintendent will require that nurses, non-nurse staff listed in A.R.S. 15-160.02, and at least one (1) additional employee, be trained in the awareness of seizure disorders and/or the ability to administer or assist with the self-administration, where applicable, as implemented by the State Board of Education. Specific training requirements listed in JLCD-R.

Termination of Medication Administration Policy

The District reserves the right, in accordance with procedures established by the Superintendent, to circumscribe or disallow the use or administration of any medication on school premises if the threat of abuse or misuse of the medicine may pose a risk of harm to a member or members of the student population.

Adopted: _____

LEGAL REF.:

A.R.S.

15-157

15-158

15-160.02

15-203

15-341

15-344

15-344.01

32-1601

32-1901

A.A.C.

R7-2-809

R7-2-810

R7-2-811

ADVISORY 914

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**JLF ©
REPORTING CHILD ABUSE /
CHILD PROTECTION**

School personnel, including substitute teachers and any member of a school district governing board or charter school governing body, or any other person who has responsibility for the care or treatment of a minor and who reasonably believes that a minor is or has been the victim of physical injury, abuse, child abuse, a reportable offense or neglect that appears to have been inflicted upon the minor by other than accidental means or that is not explained by the available medical history as being accidental in nature or who reasonably believes there has been a denial or deprivation of necessary medical treatment or surgical care or nourishment with the intent to cause or allow the death of an infant who is protected under A.R.S. 36-2281 shall immediately report or cause reports to be made of such information to a peace officer or to the Department of Child Safety (DCS) of the Department of Economic Security, except if the report concerns a person who does not have care, custody, or control of the minor, the report shall be made to a peace officer only. Such reports shall be made immediately either electronically or by telephone. A report to a school resource officer or a school safety officer does not satisfy the reporting requirements of A.R.S. 13-3620.

When a report is received by a school resource officer or school safety officer, the officer shall immediately notify a law enforcement agency in the appropriate jurisdiction and shall submit to the local law enforcement agency all information relating to the report for the purposes of the law enforcement agency investigating the reported conduct.

The Arizona Department of Economic Security, Division of Children, Youth and Families, has determined that all mandated reporters may now electronically submit non-emergency reports via a secure online reporting website. Non-emergency reports are those in which a child is not at immediate risk of abuse or neglect that could result in serious harm. Mandated reporters will be able to submit non-emergency reports twenty-four (24) hours a day without wait times.

All reports made via the online website will *require the person making the report (reporting source) to provide contact information*. A representative from the Child Abuse Hotline may contact the source for additional information, if necessary. This process will make it more convenient to meet the mandated reporting requirements and help ensure child safety.

All *emergency situations* where a child faces an immediate risk of abuse or neglect that could result in serious harm *must* still be reported by calling 911 or 1-888-SOS-CHILD (1-888-767-2445). If a reporting source is unsure as to whether or

not the report is an emergency situation, the reporting source should call the Child Abuse Hotline to make a report.

Any concerns for the safety of a child due to abuse, neglect or abandonment, *must be reported*, by:

Calling 1-888-SOS-CHILD (1-888-767-2445),

TDD: 602-530-1831 (1-800-530-1831), or

Submitting *non-emergency* concerns via the Online Reporting Service at <https://dcs.az.gov/about/contacts>.

Pursuant to A.R.S. 13-3620, such reports shall contain, if known:

- A. The names and addresses of the minor, the parents, or the person or persons having custody of such minor, if known.
- B. The minor's age and the nature and extent of the minor's abuse, child abuse, or physical injuries or neglect, including any evidence of previous abuse, child abuse, physical injury or neglect.
- C. Any other information that such person believes might be helpful in establishing the cause of the abuse, child abuse, physical injury or neglect.

A person who furnishes a report, information, or records required or authorized under Arizona Revised Statutes or a person who participates in a judicial or administrative proceeding or investigation resulting from a report, information or records required or authorized under Arizona Revised Statutes is immune from any civil or criminal liability by reason of that action unless such person has acted with malice or unless such person has been charged with or is suspected of abusing or neglecting the child or children in question.

Interviewing Requirements

A student who is identified as a potential victim of a reportable offense may be interviewed only as provided by the local county protocol that is adopted pursuant to A.R.S. 8-817. This does not prevent a school safety officer or a school resource officer from either:

- A. receiving a voluntary report of a reportable offense from a student who is an alleged victim.
- B. asking a student minimal follow-up questions that are necessary and authorized by the county protocol.

Department of Child Safety Caseworker Visits

When a Department of Child Safety caseworker visits a child at the child's school for the purpose of an interview, the caseworker shall present the caseworker's department of child safety identification. The caseworker may be asked to show the caseworker's valid driver license or valid nonoperating identification license. The school may not keep a digital or physical record of the

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caseworker's personal identifying information. The school may keep a digital or physical record of the caseworker's Department of Child Safety identification.

If a caseworker declines or is unable to provide one of these forms of identification, the caseworker shall provide the child's school with the contact information for the department office where the caseworker is employed. The school shall contact the department office and verify the caseworker's identification and employment.

Reporting Not Required

A report is not required under A.R.S. 13-3620 for conduct prescribed by A.R.S. 13-1404 and 13-1405 if the conduct involves only minors who are fourteen (14), fifteen (15), sixteen (16) or seventeen (17) years of age and there is nothing to indicate that the conduct is other than consensual.

A report is not required if a minor is of elementary school age, the physical injury occurs accidentally in the course of typical playground activity during a school day, occurs on the premises of the school that the minor attends and is reported to the legal parent or guardian of the minor and the school maintains a written record of the incident. The school will maintain a written record of the physical injury as part of the student's health file as required by Arizona State Library, Archives and Public Records (ASLAPR).

Failure to Report

A person who fails to report abuse as provided in A.R.S. 13-3620 is guilty of a Class 1 misdemeanor, except if the failure to report involves a reportable offense, the person is guilty of a Class 6 felony.

Any certificated person or Governing Board member who reasonably suspects or receives a reasonable allegation that a person certificated by the Department of Education has engaged in conduct involving minors that would be subject to the reporting requirements of A.R.S. 13-3620 shall report or cause reports to be made to the Department of Education in writing as soon as is reasonably practicable but not later than three (3) business days after the person first suspects or receives an allegation of the conduct.

Any person who is employed as the immediate or next higher-level supervisor to or administrator of a person who is statutorily required to report is not required to report if the supervisor or administrator reasonably believes that the report has been made by the person who is required to report.

Any school employee who has orally reported to DCS or a peace officer a reasonable belief of an offense to a minor must provide written notification to the principal of the oral report not later than the next workday following the making of the report.

Posting Requirements

Each school that is operated by a school district and each charter school shall post in a clearly visible location in a public area of the school that is readily accessible to students a sign that contains all of the following:

- A. In boldfaced type, the telephone number of the centralized intake hotline concerning suspected abuse and neglect of children that is established pursuant to A.R.S. 8-455.
- B. Instructions to call 911 for emergencies.
- C. Directions for accessing the website of the Department of Child Safety for more information on reporting child abuse, child neglect and the exploitation of children.

Definitions

School Safety Officer: a peace officer who is working in an off-duty capacity at a school. [A.R.S. 15-514]

School Resource Officer: A peace officer or a full-authority reserve peace officer who is certified by the Arizona Peace Officer Standards and Training Board (AZPOST). [A.R.S. 15-154]

Peace Officer: "Peace officers" means sheriffs of counties, constables, marshals, policemen of cities and towns, commissioned personnel of the department of public safety, personnel who are employed by the state department of corrections and the department of juvenile corrections and who have received a certificate from the Arizona Peace Officer Standards and Training Board (AZPOST). [A.R.S. 1-215]

Adopted: _____

LEGAL REF.:

- A.R.S.
- 1-215
- 8-201
- 8-530.08
- 13-1404 *et seq.*
- 13-1410
- 13-3019
- 13-3212
- 13-3506
- 13-3506.01
- 13-3552
- 13-3553
- 13-3608
- 13-3619
- 13-3620
- 13-3623
- 15-154

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15-160.01

15-160.03

15-514

46-451

46-454

CROSS REF.:

GBEB - Staff Conduct

GBEBB - Staff Conduct With Students

JKA - Corporal Punishment

9. INFORMATION ITEMS

9.A. Evening practices for extracurricular activities

Practice Policy

Practices shall end by 9:00pm.

Regarding fall and spring sports/activities, practices from Monday through Friday shall end by 6:30pm.

The day before a game, using good judgment a team may decide to practice late during this time frame: 5:30pm-8:45pm.

No practices shall be longer than 2 ½ hours.

These rules exclude games, performances and dress rehearsals.

Concurrent Participation:

Students who meet the following criteria may participate in more than one activity concurrently.

1. Meet all eligibility requirements
2. Meet with the Athletic Director to discuss the following:
 - a. The commitment that it will take to participate in two sports.
 - b. Declare a primary activity and assuring the primary activity takes precedence when conflicts occur with the secondary activity. The student has two weeks from the first day of practice to declare a primary activity.
 - c. Understand that dismissal or quitting for disciplinary reasons from either activity will result in the student being eliminated from further participation for the remainder of the season of both activities.
3. Receive permission from coaches for their concurrent participation.
4. Obtain a clearance card for each activity.

9.B. Review of Possible Policy Changes to be Considered for Adoption at a Future Meeting

See the attached Policy Advisory for policy changes to be considered. See the Link section of this agenda item to view the current policy manual. No policy changes will be adopted at this meeting. Policies affected:

Policy Advisories 915-916

GDFA - Support Staff Qualifications and Requirements

IKF - Graduation Requirements

POLICY SERVICES ADVISORY

Volume 37, Number 8

August 2025

Policy Advisory No. 915 Policy GDFA — Support Staff Qualifications
and Requirements

Policy Advisory No. 916 Policy IKF — Graduation Requirements
(Additional language for Accommodation Schools Only)

Summary

Policy GDFA was revised to specify individuals required to obtain Identity Verified Prints (IVP) Fingerprint Clearance Cards, along with applicable exceptions. Policy IKF was updated to incorporate requirements for accommodation schools providing high school equivalency preparation instruction, as outlined in SB 1744.

Policy Advisory Discussion

Policy Advisory No. 915 Policy GDFA — Support Staff Qualifications and Requirements

Revisions to Policy GDFA incorporate clarifying language regarding individuals required to obtain an Identity Verified Prints (IVP) Fingerprint Clearance Card. Headings were added to improve clarity and organization, and provisions related to school bus drivers were removed, as such requirements are addressed in Policy EEAEA – *Bus Driver Requirements, Training, and Responsibilities*.

Policy Advisory No. 916 Policy IKF — Graduation Requirements *(Additional language for Accommodation Schools Only)*

Policy Advisory 911 updated Policy IKF in response to HB 2540, which amended A.R.S. 15-741 to include requirements regarding high school assessments administered by an external source and to allow for the use of a written assessment. **Policy Advisory 916** introduces new information outlining requirements for accommodation schools that offer high school equivalency preparation instruction. This update aligns with SB 1744, which amended A.R.S. Title 15, Chapter 3, Article 1 by adding A.R.S. 15-305.

Note: This material is written for informational purposes only, and not as legal advice. You may wish to consult an attorney for further explanation.



If you have any questions, call Policy Services at (602) 254-1100. Ask for Dr. Charlotte Patterson, Policy Analyst; Lynne Bondi, Policy Analyst; or Renae Watson, Policy Services Technician/Editor/Publisher. Our e-mail addresses are, respectively, [cpatterson@azsba.org], [lbondi@azsba.org], and [rwatson@azsba.org]. You may also fax information to (602) 254-1177.

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ADVISORY 915

**G DFA ©
SUPPORT STAFF QUALIFICATIONS
AND REQUIREMENTS**

(Fingerprinting Requirements)

All newly hired noncertificated District personnel - and personnel who are not paid employees of the District and who are not either the parents or the guardians of students who attend school in the District but who are required or allowed to provide services directly to students without the supervision of a certificated employee - shall be fingerprinted as a condition of employment, except for the following:

- A. Personnel who are required as a condition of licensing to be fingerprinted if the license is required for employment.
- B. Personnel who were previously employed by the District and who reestablished employment with the District within one (1) year after the date that the employee terminated employment with the District.

The School District may require noncertificated personnel and personnel who are not paid employees of the School District and who are not either the parent or the guardian of a pupil who attends school in the School District but who are required or allowed to provide services directly to pupils without the supervision of a certificated employee to obtain a fingerprint clearance card as a condition of employment.

For the purposes of this policy, *supervision* means under the direction of and, except for brief periods of time during a school day or a school activity, within sight of a certificated employee when providing direct services to students.

If the School District does not require a fingerprint clearance card as a condition of employment, noncertificated personnel and personnel who are not paid employees of the School District and who are not either the parent or the guardian of a pupil who attends school in the School District but who are required or allowed to provide services directly to pupils without the supervision of a certificated employee may apply for a fingerprint clearance card. A school district may release the results of a background check or communicate whether the person has been issued or denied a fingerprint clearance card to another school district for employment purposes.

The District may fingerprint or require any other employee of the District to obtain a fingerprint clearance card, whether paid or not, or any other applicant for employment with the School District not otherwise required by law. The District may not charge the costs of the fingerprint check or fingerprint clearance card to the fingerprinted applicant or nonpaid employee.

The candidate's fingerprints shall be submitted, along with the form prescribed in GDFA-E, within twenty (20) days after being selected. The form shall be considered a part of the application for employment. The District may terminate an employee if the information on the affidavit required by A.R.S. 15-512 is inconsistent with information received from the fingerprint check or the information received in connection with a fingerprint clearance card application.

~~School Bus Drivers—An applicant shall submit an Identity Verified Fingerprint Card as described in A.R.S. 15-106 that the Department of Public Safety shall use to process the fingerprint clearance card as outlined in A.R.S. 15-106. A person who is issued a school bus driver certificate shall maintain a valid Identity Verified Fingerprint Clearance Card for the duration of any school bus driver certification period.~~

The District will assume the cost of fingerprint checks or fingerprint clearance card applications but will assess the employee for charges incurred. Personnel who are not paid employees will not be charged for fingerprint costs.

Individuals shall certify on the prescribed notarized forms whether they are awaiting trial on or have ever been convicted of or admitted in open court or pursuant to a plea agreement committing any of the following criminal offenses in Arizona or similar offenses in any other jurisdiction, including a charge or conviction that has been vacated, set aside or expunged:

- A. Sexual abuse of a minor.
- B. Incest.
- C. First- or second-degree murder.
- D. Kidnapping.
- E. Arson.
- F. Sexual assault.
- G. Sexual exploitation of a minor.
- H. Felony offenses involving contributing to the delinquency of a minor.
- I. Commercial sexual exploitation of a minor.
- J. Felony offenses involving sale, distribution, or transportation of, offer to sell, transport, or distribute, or conspiracy to sell, transport, or distribute marijuana or dangerous or narcotic drugs.

K. Felony offenses involving the possession or use of marijuana, dangerous drugs, or narcotic drugs.

L. Misdemeanor offenses involving the possession or use of marijuana or dangerous drugs.

M. Burglary in the first degree.

N. Burglary in the second or third degree.

O. Aggravated or armed robbery.

P. Robbery.

Q. A dangerous crime against children as defined in A.R.S. 13-705.

R. Child abuse.

S. Sexual conduct with a minor.

T. Molestation of a child.

U. Manslaughter.

V. Aggravated assault.

W. Assault.

X. Exploitation of minors involving drug offenses.

Y. Sexual abuse under A.R.S. 13-1404 or sexual assault under 13-1406 in which the victim was a minor.

Z. An act committed in another state or territory that if committed in this state would have been subject to disclosure under Q and Y above.

AA. Any crime that requires the person to register as a sex offender pursuant to A.R.S. 13-3821.

AB. A preparatory offense as prescribed in A.R.S. 13-1001 of any offense that is subject to disclosure under Q, S, Y, Z, or AA above.

A person who makes a false statement, representation, or certification in any application for employment with the School District is guilty of a Class 3 misdemeanor.

The District may refuse to hire or may review or terminate personnel who have been convicted of or admitted committing any of the criminal offenses above or a similar offense in another jurisdiction. In conducting a review, the Governing Board shall utilize the guidelines, including the list of offenses that are not subject to review, as prescribed by the State Board of Education pursuant to A.R.S. 15-534. In considering whether to hire or terminate the employment of a person, the Governing Board shall take into account the factors listed in A.R.S. 15-512.

When considering termination of an employee pursuant to A.R.S. 15-512, a hearing shall be held to determine whether a person already employed shall be terminated.

Identity Verified Prints (IVP) Fingerprint Clearance Card Requirements

Persons who are required to have an IVP Fingerprint Clearance Card include:

- A. An applicant who applies for a new teaching certificate in order to teach in a school district.
- B. A participant in field experience or student teaching in this state.
- C. An applicant who applies for a renewal of an existing teaching certificate in order to continue teaching in a school district.
- D. An applicant who is required for the first time to be fingerprinted in order to teach in a charter school and an applicant who is required to renew fingerprints in order to continue teaching in a charter school pursuant to A.R.S. 15-183.
- E. An applicant who is required to be fingerprinted pursuant to A.R.S. 15-512 and
- F. Any person who is contracted by this state, by a school district or by a charter school to provide tutoring services.

Exceptions:

- A. A person who participates in a teacher preparation program that is approved by the state board of education and who does not participate in field experience or student teaching in this state shall not be required to obtain a fingerprint clearance card pursuant to A.R.S. 15-106.
- B. A person who has a set of identity verified fingerprints on file with the department of public safety pursuant to A.R.S. 15-106 shall not be required to submit a new set of fingerprints to the department of public safety to renew the person's fingerprint clearance card.

Required Employment Process

The Superintendent shall develop and implement procedures that include the following in the employment process:

- A. Provide for fingerprinting of employees covered under this policy and A.R.S. 15-512.
- B. Provide for fingerprint checks pursuant to A.R.S. 41-1750.
- C. Provide for properly assessing employees for fingerprint checks and depositing said funds with the county treasurer.

Adopted: _____

LEGAL REF.:

- A.R.S.
- 13-705
- 15-106
- 15-509
- 15-512
- 15-534
- 23-1361
- 41-1750

CROSS REF.:

- EEAEA - Bus Driver Requirements, Training, and Responsibilities
- GDF - Support Staff Hiring
- GDG - Part-Time and Substitute Support Staff Employment
- JLIA - Supervision of Students

ADVISORY 916

**IKF ©
GRADUATION REQUIREMENTS**

Regular Education

A minimum number of units of credit are required for graduation by the Arizona State Board of Education. Listed below are the units that must be completed before a student may receive a high school diploma.

Graduation requirements may be met as follows:

- A. By successful completion of subject area course requirements.
- B. By mastery of the standards adopted by the State Board of Education and other competency requirements for the subject as determined by the Governing Board in accord with A.A.C. R7-2-302 and rules established by the Superintendent.
- C. By earning credits through correspondence courses (limited to one [1] in each of the four [4] major subject areas) and/or by passing appropriate courses at the college or university level if the courses are determined to meet standards and criteria established by the Board and in accord with A.R.S. 15-701.01.
- D. By the transfer of credits as described in Policy JFABC.
- E. An out-of-state transfer student is not required to pass the competency test to graduate if the student has successfully passed a statewide assessment test on state adopted standards that are substantially equivalent to the State Board Adopted Academic Standards.

Graduation requirements as determined by the Arizona State Board of Education (A.A.C. R7-2-302) and the District Governing Board are as follows:

English	4.0 units
Math	4.0 units*
Science	3.0 units**
Social Studies	3.0 units***
American Government and Arizona Government	0.5 unit
American History - including Arizona History	1.0 unit
World History and Geography – including instruction on the Holocaust and other genocides for at least three (3) class periods, or the equivalent, on at least two (2) separate occasions during any of grades seven through twelve (7-12).	1.0 unit
Economics	0.5 unit****
Fine Arts or Career, Technical and Vocational Education	1.0 unit
Electives	<u>7.0 units</u>
Total	22.0 units

* In lieu of one (1) credit of Algebra II or its equivalent course content a student may request a personal curriculum in mathematics following A.A.C. R7-2-302.03.

* Math courses shall consist of Algebra I, Geometry, Algebra II, (or its equivalent) and an additional course with significant math content as determined by the Governing Board (Governing Body).

Pursuant to A.R.S. 15-710, a total of one (1) year instruction in state and federal constitutions, American institutions and ideals and in the history of Arizona, including the history of Native Americans in Arizona is required during grades nine (9) through twelve (12).

Pursuant to the prescribed graduation requirements adopted by the State Board of Education, the Governing Board may approve a rigorous computer science course that would fulfill a mathematics course required for graduation from high school. The Governing Board may only approve a rigorous computer science course if the rigorous computer science course includes significant mathematics content and the Governing Board determines the high school where the rigorous computer science course is offered has sufficient capacity, infrastructure and qualified staff, including competent teachers of computer science.

** Three (3) credits of science in preparation for proficiency at the high school level on a state required test.

*** Through the graduating class of 2025, the competency requirements for social studies shall include a requirement that, in order to graduate from high school or obtain a high school equivalency diploma, a student must correctly answer at least sixty (60) of the one hundred (100) questions listed on a test that is identical to the civics portion of the naturalization test used by the United States Citizenship And Immigration Services.

Beginning with the graduating class of 2026, the competency requirements for social studies shall include a requirement that, in order to graduate from high school or obtain a high school equivalency diploma, a student must correctly answer at least seventy (70) of the one hundred (100) questions listed on a test that is identical to the civics portion of the naturalization test used by the United States Citizenship and Immigration Services. The District school shall document on the student's transcript only a pass or fail designation that the student has passed or failed the test.

A student in grade seven (7) or eight (8) may take the test described in this paragraph, and if the student correctly answers at least seventy (70) of the one hundred (100) questions on the test:

- a) The district school or charter school shall document on the student's transcript only a pass or fail designation that the student has passed or failed the test required by this paragraph.

b) The student is not required to take the test required by this paragraph again in high school.

**** The State Board requirement for economics is at least one-half (.5) of a course credit, which shall include financial literacy and personal financial management.

The Governing Board may determine the method and manner in which to administer a test that is identical to the civics portion of the naturalization test used by the United States Citizenship and Immigration Services. A student who does not obtain a passing score on the test that is identical to the civics portion of the naturalization test may retake the test until the student obtains a passing score.

Each school district and charter school shall report to the department of education all of the following aggregate data, organized by grade level, relating to the test that is identical to the civics portion of the naturalization test used by the United States Citizenship and Immigration Services required by subsection A, paragraph 3 of A.R.S. 15-701.01:

1. The median score.
2. The percentage of students who passed by correctly answering the minimum number of questions required to pass the test pursuant to subsection A, paragraph 3 of A.R.S. 15-701.01.
3. The percentage of students who failed by correctly answering fewer than the minimum number of questions required to pass the test pursuant to subsection A, paragraph 3 of A.R.S. 15-701.01.
4. Any other data required by the department relating to the test.

A school district or charter school may not include the personally identifiable information of any student in the data reported to the department of education under subsection L of A.R.S. 15-701.01.

Assessments

If a high school student who is enrolled in a school district or charter school participates in a nationally recognized assessment that is both adopted by the state board of education and administered by a person other than the school district or charter school, the student or student's parent or guardian may submit the student's official score report for the assessment to the school district or charter school. On receiving an official score report, the school district or charter school shall do all of the following:

1. record the score in the student's file.

2. report the score to the state board of education and the department of education.

3. If the student or student's parent or guardian submits an official score report to the school district or charter school before the date on which the school administers the tests, allow the student to opt out of participation in the assessment that is administered by the school district or charter school. If a student opts out of an assessment, the school district or charter school shall use the data from the student's official score report for the student's achievement test data. "Nationally recognized" has the same meaning as provided in A.R.S. 15-741.02.

A school district or charter school is not required to allow a student to opt out of the collection of non-test indicator data or other information that is collected about students who participate in the assessment that is administered by the school district or charter school.

Written Assessment

A school district or charter school may administer the statewide assessment in the form of a written test if any of the following applies:

1. a written test is required pursuant to an individualized education program or a section 504 plan.
2. to accommodate special circumstances.
3. for religious purposes.
4. on request by a student's parent or guardian.

Special Education

Listed above, under "Regular Education," are the requirements that must be completed before a student may receive a high school diploma. Completion of graduation requirements for special education students who do not meet the required units of credit shall be determined on a case-by-case basis in accordance with the special education course of study and the individualized education program of the student. Graduation requirements established by the Governing Board may be met by a student as defined in A.R.S. 15-701.01 and A.A.C. R7-2-302.

Students who receive special education shall not be required to achieve passing scores on the test that is identical to the civics portion of the naturalization test under A.R.S. 15-701.01 in order to graduate from high school unless the student is learning at a level appropriate for the student's grade level in a specific academic area and unless a passing score on the

test that is identical to the civics portion of the naturalization test under section 15-701.01 is specifically required in a specific academic area by the student's individualized education program as mutually agreed on by the student's parents and the student's individualized education program team or the student, if the student is at least eighteen (18) years of age.

Competency requirements. Any student who is placed in special education classes, grades nine (9) through twelve (12), is eligible to receive a high school diploma without meeting state competency requirements.

***Accommodation Schools — High School
Equivalency Preparation:***

A. A county school superintendent may offer high school equivalency preparation instruction through an accommodation school to students who are enrolled in the accommodation school in grade twelve (12), subject to the following requirements, pursuant to A.R.S. 15-305:

1. Before providing high school equivalency preparation instruction, the county school superintendent shall obtain written consent from the student's parent or, if emancipated, the student.

2. Each student who participates in high school equivalency preparation instruction must also be enrolled in a career and technical education course or program that leads to a certification, license or credential.

B. For the purposes of A.R.S. 15-305, "High school equivalency preparation instruction" means instruction that prepares students to pass the equivalency test adopted by the State Board of Education pursuant to A.R.S. 15-702.

State Seal of Biliteracy. The School District may voluntarily participate in the state seal of biliteracy program by notifying the Superintendent of Public Instruction of such intention. Schools will then identify the students who have met the requirements to be awarded the state seal of biliteracy, which shall be affixed to the diploma and noted on the transcript of each student who has met the requirements.

CPR Instruction and Training. School districts and charter schools shall provide public school students with one (1) or more training sessions in cardiopulmonary resuscitation, through the use of psychomotor skills in an age-appropriate manner, during high school.

Adopted: _____

LEGAL REF.:

A.R.S.

15-203

15-341

15-701.01

15-710

15-741

15-763

A.A.C.

R7-2-302

R7-2-302.03

CROSS REF.:

IGD - Curriculum Adoption

IGE - Curriculum Guides and Course Outlines

IHAMC - Instruction and Training in Cardiopulmonary Resuscitation

IHAMD - Instruction and Training in Suicide Prevention

IIE - Student Schedules and Course Loads

IKA - Grading/Assessment Systems

JFABC - Admission of Transfer Students

9.C. Requests for Future Agenda Items

This agenda item is for the Governing Board to have a running record of potential items to be placed on future agendas. There will be no discussion on the substance, merits, or issues relating to the proposed agenda item.

9.D. Upcoming Meetings and Events Calendar

- Next Regular Board Meeting - October 14, 2025; 6:00 p.m.
- ASBA Navajo/Apache County Meeting - October 20, 2025; hosted by Winslow USD
- ASBA-ASA Annual Conference - December 17-19, 2025; Phoenix, AZ

10. ADJOURNMENT