

# Fox Creek Student Handbook

Arizona Title I School

## 2025-2026

*Changes in this handbook  
from previous handbooks are  
in red.*



*The mission of the Bullhead City School District is to provide a student centered environment that cultivates character, promotes academic excellence, and embraces diversity. Students will achieve their maximum potential and become productive citizens who provide a lasting contribution to our society.*

*Fox Creek Mission: The Fox Creek Staff Supports Student Academic and Behavioral Success With A Team-Based Learning Environment.*

*Fox Creek Vision: To Develop 21st Century Leaders Who Will Take Ownership Of Their Learning Within A Culture Of Safe and Rigorous Collaboration.*

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<https://foxcreek.crsk12.org/>

### Governing Board

Arizona law prescribes governing boards to be publicly elected. The elected board includes:

Melinda Sobraske, President  
Charlene Dias --- Fred Rushton  
Barbara Zarzycki --- Judi Reed

### Daily Schedule

Campus Opens & Breakfast 7:05 AM  
Classes Begin: 7:20 AM  
School day ends: 2:40 PM

### Early Release Days

Campus Opens & Breakfast 7:05 AM  
Classes Begin: 7:20 AM  
School day ends: 12:20 PM

*Handbooks are subject to change throughout the school year. Changes will be announced through auto-dialer messages and on the BCSD Facebook page. Revised handbooks will replace current handbooks on the BCSD website [bcsd15.org](http://bcsd15.org)*

Revised June 2025

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## Principal's Message

Welcome to Fox Creek Junior High School, home of the Falcons! We are so excited for your student to be here. Our focus is to provide a safe and secure learning environment in order for students to achieve academic success. Students at Fox Creek are supported by highly qualified, caring, and devoted teachers and staff who are focused on helping every student succeed. Fox Creek is committed to working together to ensure our students are challenged, motivated, encouraged, and involved as much as possible. Junior High is a perfect time for students to explore and question what future pathways they may want to pursue. Fox Creek provides opportunities for students to join team sports, extracurricular activities, and family nights to develop their 21st Century Skills. Thank you for allowing us to be part of your students' educational journey. We look forward to helping them to develop the skills they need to transition into High School.

## Family Friendly Zone

Our school is a family friendly zone. We expect all staff and visitors to adhere to the following:

- Show respect to all staff, families, community members, and students on this campus.
- No swearing or cursing.
- Dress appropriately.
- Please be patient.

Visitors who repeatedly behave inappropriately may lose the privilege of access to our school.

## Academics

### Model of Instruction

Bullhead City School District is enhancing student learning with a new model of instruction (MOI). Focusing on rigorous tasks aligned with state standards, student teams work through challenging problems. The ultimate goal is for students to think critically, communicate effectively, and develop unifying ideas collaboratively. They can agree, disagree, and/or challenge each other's ideas in a positive manner, thereby being true 21<sup>st</sup> century learners.

### After School Tutoring

In order to provide students with opportunities to participate in academic enrichment and services, after school tutoring is offered Tuesday and Wednesdays from 2:50 p.m. - 3:50 p.m. Students are expected to arrive on time, as scheduled, and conform to all rules and policies of Fox Creek Junior High School. These services are necessary for students to promote on schedule. Enrichment, sports, and club opportunities are also included on these dates, through parent approved pre-registration. Busing will be provided.

### Assessments

Fox Creek Junior High School is committed to academic excellence and expects that each student will receive instruction to the level of subject **proficiency**. In order to gauge the academic performance of all students and the proficiency of classroom instruction, classroom assessments will be administered at the end of each instructional unit. Additional district benchmark assessments are given periodically throughout the year to assess mastery of the standards taught. Arizona state assessments will be administered in the spring of the current school year.

### Gifted & Talented Program (GATE)

Fox Creek Jr High offers a Gifted & Talented Program (GATE). The purpose of the gifted program for the Bullhead City School District is to develop the critical thinking and problem-solving skills of identified students. This is done through instruction designed to enrich and build on their verbal, quantitative, and/or nonverbal abilities. The program also aims to assist in the development of each student's emotional, social, and intellectual skills. Students may be referred by school staff, teachers, instructional coaches or parents for testing. Please contact the school for more information.

### Grading System [Policy IKA-R]

Grade reports to parents will also indicate students' performance proficiency of key Arizona Standards using the

following indicators which are consistent with Arizona determination of performance:

- HP – Highly Proficient - student is working independently on grade level concepts and skills. Typically, few students attain this level.
- P – Proficient - student demonstrates mastery and independent application of grade level skills and concepts. This is the goal for grade level mastery and should be celebrated.
- PP – Partially Proficient - student has not yet mastered the standards but is showing progress toward achieving the skills and concepts for grade level mastery. Additional support from teachers and family is needed.
- MP – Minimally Proficient - student does not demonstrate an understanding of the concepts and skills expected at the grade level. Intervention is needed from teachers and family.

Students must receive passing grades (PP, P, or HP) in all core subject areas (math, science, social studies, and language arts). Additionally, students are expected to participate and achieve passing grades in various enrichment classes each semester. These include, but are not limited to, physical education, music, art, college and career prep, technology, and GATE courses. Students who are failing core classes (MP) will be given additional opportunities to demonstrate proficiency during the school year. Failure to have a passing score in any core class can lead to referral for retention of the student at their current grade level. Students who transfer in from other districts will be subject to these requirements beginning with the date of their enrollment.

### **Homework**

We leave the responsibility to extend learning into the home up to the parent. We are available for consultation and advice on appropriate ways to bridge school/home learning in meaningful ways. We believe that structured time set aside for education is imperative for growth and development, we also equally believe in the importance of play. Children learn through play, through using their imagination. Our no homework policy allows our students to enjoy playtime outside of our school day, with family, friends, and within the community learning from a variety of environments.

### **Honor Roll ~ Academic Achievement**

Any student, by virtue of his/her academic performance, may receive Academic Achievement status. For students earning P and HP on their report card, they will be placed on the Academic Achievement list for the semester. Certificates will be issued indicating the honors distinction. Parents will be notified when awards ceremonies are scheduled throughout the academic school year.

### **Promotion and Retention (Governing Board Policy IKE Regulation IKE-RA)**

The District standards that students must achieve for promotion shall include demonstration of proficiency of grade level standards in reading, written communication, mathematics, science, and social studies adopted by the State Board of Education. In addition to these standards, test scores, grades, and other pertinent data will be used to determine promotion.

Assignment of students to the succeeding grade may occur when they have not demonstrated proficiency of a sufficient number of grade level concepts and skills but have acquired other factors, including, but not limited to, language acquisition, age, teacher-principal recommendations and other pertinent data.

The final **determination** to promote or assign a student to the next grade or to retain a student in the same grade is made by the teacher. **Consultation with the principal and other staff members, and involvement of parents in all steps of the retention process are vital.**

Students enrolled in a special education program must meet the course of study and promotion requirements in accordance with R7-2-401. Should a parent/guardian not accept a teacher's decision to promote or retain, the appeal process may be used. A copy of this process is available upon request. The decision of the Governing Board is final.

### **Promotion Activities**

All 8<sup>th</sup> grade students have the opportunity to participate in end of the year promotional activities. In addition to

the Promotion ceremony, students may have the opportunity to participate in on-site activities prior to promotion. Students may not bring guests that are not enrolled in Fox Creek Junior High to these on-site activities. Students will need to follow these criteria during the second semester in order to attend. Along with the requirements below, students are expected to conduct themselves and dress in an appropriate manner that is consistent with the mission and goals of the Bullhead City School District #15 and the policies of our school.

Students:

- Must meet the minimum requirements for promotion from Fox Creek Junior High School.
- Must be earning passing grades in all core classes (PP or better) for both Semester 1 and Semester 2.
- No more than 4 total In-School-Suspension (ISS) days in the Behavior Resource Center (BRC) during the second semester for violations of school rules and policies.
- No more than two days Out-of-School Suspension (OSS) during the second semester for violations of school rules and policies.

### **Reteach and Enrichment**

Fox Creek Junior High offers various opportunities for additional reteach and enrichment as part of a school-wide intervention system designed to enhance student academic success. This includes after school programs, and Title I Math & ELA classrooms. The program was developed to provide intervention services in a timely fashion. Students who fail to meet learning objectives on the Arizona state assessments, benchmark assessments, current coursework or fail a course, will receive reteach notification.

### **Special Education Referral/Teacher Assistance Team**

Parents and/or school personnel may refer students for special education services. Once a referral is completed, parents and teachers will meet to discuss the concerns and determine interventions to assist the student. If, after interventions are implemented, the student does not show progress, parents will be asked to give permission for evaluation. A conference will be held following the evaluation to decide if the student is eligible for services and to determine the appropriate placement. An Individual Education Plan (IEP) is then developed. For further information, contact the child's teacher, principal, or the Special Services department at (928) 758-8858.

### **Student Recognition & Rewards**

At Fox Creek Junior High all students are encouraged to reach high expectations in behavior, attendance, and grades. Fox Creek has programs instituted to reward those students who meet these expectations. Students may receive such rewards as a free entrance to home sporting events, discounted entry into a school dance, Student of the Month, Honor Roll certificates, and/or the possibility of winning a prize.

### **Title I Classes**

The Federal Title I Program serves all schools and students in the BCSD. Students are identified by the scores they receive on district assessments, daily academic work, teacher referral, and/or parent referral. There will be opportunities provided to students for extra academic assistance. Assistance programs may include Title I ELA & Math classes, reteach sessions, after school tutoring and Flex Friday interventions throughout the year.

- a. Students may be scheduled for Title I Math and/or Language Arts classes for additional help based on their state assessment, district benchmark assessments, classroom scores, and/or teacher recommendation. These classes will be in addition to their regularly scheduled core classes.
- b. Students will be given quarterly opportunities to exit Title 1 classes if they can show that they have gained mastery in their deficient areas.

## **Attendance**

### **Arrival and Departure**

**Students may not be on campus prior to 7:05 a.m.** Staff members are on campus and begin supervisory responsibilities at 7:05 a.m. All students are eligible for the free breakfast program and are encouraged to report to the cafeteria upon their arrival on campus. The start time for the academic day is 7:20 a.m. All students will be

dismissed at 2:40 p.m., Monday through Thursday. **Students may not be checked out of school between 2:10 pm and dismissal time.**

Occasionally, students will be placed on a minimum day, with a modified schedule and modified hours. Those specific times will be determined when placement is made. Parents will be notified a minimum of one week in advance of any change in times.

All students are to leave campus immediately after the school day, unless they are participating in a school sponsored activity. Students registered in the after-school program may not leave campus and then return to the program. The school will not be responsible for students who fail to comply with this policy.

### **Attendance Policy**

***Regular attendance is expected of all students as regular attendance is critical to academic success.*** Parents are advised that children are considered present only when they are actually in the classroom. A child is recorded as absent, whether the absence is excused or unexcused when not in the classroom. All absences are recorded on the child's attendance record. Teachers report daily absenteeism and tardiness **EVERY PERIOD** to the office.

**Any student with 15 or more excused or unexcused absences within a school year may be considered for retention.** (A.R.S. 15-803) Chronic illness procedures allow properly certified students to earn academic credit regardless of excessive absenteeism. Please telephone the school for details (928-219-3004). Excessive absences may be referred to the School Resource Officer, a Truant Officer, or a district level disciplinary hearing may occur.

***Any student who has been absent for three days (3) or more due to illness must present a doctor's note when returning to school in order for the absence to be excused.*** State law mandates that the school record reasons for all student absences. Therefore, when a student is absent, it will be necessary for the parent to call the school on or before the day of the absence in order to advise the school as to the reason for the absence. ***The State of Arizona requires a written note when students return to school. [Policy JH].*** Prearranged school related activities shall not be counted as absences when implementing the policy.

Excused and unexcused absences will carry the same weight in implementing the attendance policy. **An excused absence means that a student has the right to receive credit for make-up work. Students must pick up their missed assignments from their teachers their first day back to class.** Parents may request homework through the administrative offices for extended absences, or anticipated absences. Please allow one business day for homework to be delivered to the front office. For each day of excused absence, the student may have an additional day to complete an assignment. Contact the classroom teacher, or the administrative offices, for any questions regarding the delivery of school work when a child is absent.

### **Excused Absences**

Per state reporting requirements, parents must contact the school **(928-704-2500)** on the day a student is absent to verify the reason for the absence. **For the purposes of accurate records keeping, students who return without a note, and whose parents did not call the office, will be considered truant until written verification is obtained.**

Excused absences include:

- Illness or injury
- Religious purposes
- Serious illness or emergency in the immediate family
- Doctor or dental appointments
- Bereavement

It is the responsibility of the student or the student's parent/guardian to request any work missed due to an absence. Work, including missed tests, must be made up within five (5) days of the day of the absence. **(Classwork may be gathered or prepared if the office is notified in advance of an extended absence).**

### **Tardies and Early Departures**

Students are required to be in class on time. Tardiness adversely affects the student's academic progress and disrupts the teaching and learning process. A tardy will be counted as excused only for the following reasons:

- Medical or dental appointment with a note provided by a caregiver
- Illness

- Accident with proper written, dated documentation (i.e. note from parent, doctor, or dentist's office)

Missing the bus, oversleeping, etc. will not be considered as excused. It is the responsibility of the student and parent/guardian to plan in advance for students to be on time to school. **Excessive tardiness may result in student consequences and/or being referred to the School Resource Officer or Truant Officer.**

Any student arriving at school after the first period tardy bell rings must report to the office immediately. Students arriving post-attendance submission must obtain a pass to class through the front office.

Students will be considered tardy if they are not lined up ready to enter the classroom as the teacher lets students in. A tardy following a passing period will be treated in the same fashion as a first hour, unexcused tardy. Students must get a tardy slip from the office.

Multiple offenses can lead to Parent Conference with the student being put on a tardy-attendance contract and possible referral to the School Resource Officer as truancy.

Part-day absences: Students leaving campus during the day must be signed out through the administrative office by a parent/guardian or their designee. Picture identification is required.

### **10-Day Drop Withdrawal of Student from School**

Any student who has 10 consecutive unexcused absences from school will be dropped from enrollment and the information will be forwarded to the truancy officer. The student will only be readmitted to school through the administration office. It is required that the parent accompanies the student for re-admittance.

## **Activities**

### **Athletic Participation Packet**

An Athletic Participation Packet must be completed and verified before a student may participate in the practice of an athletic sport. This packet requires basic student demographic information, permission to participate, a physical examination, health insurance information, and permission to treat in an emergency. Individual coaches may ask for additional information as deemed necessary per activity. Students may pick up packets from their coach or the front office. **All packets must be returned to the front office before a student may participate in extracurricular sports.**

### **Athletic Programs**

Interscholastic sports constitute a part of the total education program. The goal of BCSD #15 is to involve as many students as possible in a wide variety of interscholastic sports and activities, developing their skills in a competitive environment in order to prepare them for high school both as students and athletes. Eligibility is determined by try-outs. The amount of playing time is not guaranteed. The athletic code of conduct for each sport will be established by the coaches and approved by the site administration. The coaches will hold the students accountable for academic and behavioral performance. All coaches establish guidelines that determine team membership and an athlete's playing time.

### **Athletic Rules and Regulations**

The academic policy shall apply to all students who choose to participate in the school's interscholastic programs. Grade checks will be conducted **every Monday. Students missing three (3) or more assignments in a classes will be ineligible for that week's events.** Students will be offered an opportunity to improve grades and return to eligible status the following week.

To participate in extracurricular activities (practices, rehearsal, performance, competition), **the student is required to attend all classes the day of an activity.** Should an activity be scheduled on a Saturday, Thursday's attendance will apply. The only exceptions allowed will be circumstances beyond the control of students, as determined by the coach, athletic director, or unavoidable absence verified by parent and/or school administrator. Students assigned detention or BRC must attend practice on completion of detention or BRC. **Any student suspended from**

**campus (OSS) is ineligible to practice, participate, or compete for the duration of the out of school suspension.**

Coaches will establish rules for game day participation. Students may be benched from starting or participating on a game day based on academic eligibility, disciplinary status, or the team contract.

### **Athletics Sign-up and Fees**

Students must pick up, and return a completed athletic packet to the office before they can try-out or practice with a team. Most sports require student try-out. All participants must pay a \$50.00 athletic fee per sport upon selection to a squad or team. Students will get 1 week from the date of team selection to pay their fee or fill out an affidavit in the front office. Failure to pay student athletic fees will result in dismissal from the team.

**Participation scholarships may be available.**

<b>FALL</b>	<b>WINTER</b>	<b>SPRING</b>
Volleyball	Boys Basketball	Track & Field
Football	Girls Basketball	Baseball
Cheer	Cheer	Softball
Cross Country - TBD	Soccer	

### **Concussion Awareness**

All athletes and a parent or guardian must complete a brief annual concussion awareness seminar with the athletic department. The Athletic Director will schedule the session dates and times to provide this important athletic health message at the beginning of each year, with later sessions for new students. Once a student has completed this seminar, they are cleared to compete for the school calendar year.

### **Clubs**

Activities that require an election for office positions will hold a secret ballot election. The student who earns the most votes among the eligible candidates for that office will be considered the winner. In the case of a tie, a runoff election will be held. The candidate who receives the most votes in the run-off election will be considered the winner. The official vote count will be tallied by the organization's faculty sponsor and verified by the school administration.

### **Extracurricular Activities**

**All students are encouraged to participate in extracurricular activities on campus.** Extracurricular activities are defined as student activities that are outside of the normal school schedules. Examples of extracurricular activities include, but are not limited to, interscholastic and intramural athletics, service clubs, school sponsored events, etc. Students participating in extracurricular activities must meet academic and behavioral eligibility requirements in order to participate. Grade checks will be done each Monday and verified grade reports must represent PP or higher in each class, or students will be ineligible for that week's activities. Participants are required to exhibit proper behavior while engaged in any activity affiliated or sponsored by the school, on or off campus.

**Students may participate in extracurricular activities as long as they meet these eligibility requirements during the season.** Students may not have guests that are not enrolled in Fox Creek Junior High.

- No more than one day out-of-school suspension. (Mandatory parent conference following suspension.)
- No more than 4 total days of In-School-Suspensions in the Behavior Resource Center.
- No more than three unexcused absences, tardies, and/or early releases per quarter.
- **Verified grade reports must represent PP or higher in every class.**

### **Fans and Extra-Curricular Events**

Most athletic competitions and performances do not begin promptly after school. Therefore, students should board the buses and return 10-15 minutes prior to departing for the event. Students who are enrolled in the after-school program may participate in their after-school session and then proceed to the event directly. All other students will be required to be picked up or ride the bus home. Students are not permitted to leave campus and venture to the places of business adjacent to Fox Creek's campus before or during after school events. Students

found loitering on these premises may be found to be in conflict with the law, and may have their after-school program privileges revoked.

### **Field Trips**

Field trips are an extension of the classroom and enhance instruction. Students may participate in “Educational” field trips as long as they

- **have to have been in school the day before/of the field trip**
- have had no more than two (2) office level disciplinary referrals, and
- have had no more than 1 out-of-school suspension (OSS) during the year.

Students may participate in “Extracurricular” field trips as long as they

- **have to have been in school the day before/of the field trip**
- **have not had excessive absences, tardiness, or early outs during the current semester**
- **are currently enrolled in the school**
- have no more than two (2) office level referrals
- have had no more than 1 out-of-school suspension (OSS),
- have passing grades for the current quarter
- **ride the school vehicle provided for the field trip (Policy IJOA-RB)**

However, any extreme exhibition of inappropriate behavior on campus the day of the field trip may exclude a student’s opportunity to attend a field trip. Principals make the final decision regarding students’ participation in field trips. Students must have been in school the day before the field trip to participate. Permission slips and any required paperwork must be submitted to the office by a determined date.

### **Tax Credit Donation**

The State of Arizona offers a direct tax credit for all residents that make cash donations to public schools. Individuals filing single, or separately, may make a direct tax credit donation for up to \$200. Individuals filing as married, or jointly, may make a tax credit donation up to \$400. A tax credit donation of \$200, or more, will result in all activity fees being waived for the balance of the school year, regardless of the number of family members currently enrolled as students at Fox Creek Junior High School. Please contact the administrative offices for additional information regarding student activity fees and state income tax credits.

## **Bus Regulations**

### **Bus Riders**

- **Riding the school bus is a privilege, not a right.**
- Students are allowed only **one** bus stop going home.
- Bus Riders will exit and board buses parked in the parking. **Only BCSD school buses or authorized vehicles are permitted to park, stop, or stand in the parking lot when students are exiting or boarding buses.**
- **Students will be assigned an “emergency” bus stop closest to their address for school-announced emergencies. Students attending on Open Enrolment will also be given a Fox Creek bus stop closest to their residence.**
- **Bus behavior rules are taught to students.**
- **Drivers may assign seats on the bus.**
- Repeated misbehavior or refusal to obey the bus driver will lead to a Bus Disciplinary Report with subsequent disciplinary action.
- Bus suspension from the bus will occur at the time of the **third referral**.
- Any extreme behavior including but not limited to acts of violence, sexual harassment, or possession of weapons, drugs, or alcohol is grounds for immediate bus suspension and/or permanent loss of all bus privileges.
- If a student is suspended from riding the bus, **it is the responsibility of the parents to provide transportation to and from school.**

- All questions regarding transportation should be directed to the school office first.

### **Bus Rules:**

1. Obey the bus driver's rules immediately.
2. Load and unload the school bus in an orderly fashion (no pushing or running).
3. Keep your hands to yourself and inside the bus at all times.
4. No fighting, real or play, sexual harassment, or bullying.
5. No eating or drinking on the bus except water.
6. No throwing of anything inside the bus or outside the windows.
7. Talk in normal voices. Do not yell or use vulgar language.
8. No destroying or damaging any part of the school bus.
9. No animals, insects, reptiles, birds, or glass containers allowed.
10. No weapons, explosive devices, or chemicals allowed.
11. No drugs, tobacco, or alcohol allowed.
12. No electronic devices except cell phones. *They may be used to play games or listen to music but may not be used to record other students or drivers.*
13. All school rules ~ *including the dress code* ~ apply at the bus stops and on the school bus.
14. Large birthday flowers or balloon bouquets may not be carried on the bus.

### **Bus Standardized Consequences**

**(Final decisions regarding consequences is at the discretion of the building Administrator)**

1 <sup>st</sup> Behavior Report	1 day lunch detention
2 <sup>nd</sup> Behavior Report	2 days lunch detention
3 <sup>rd</sup> Behavior Report	1 day bus suspension
4 <sup>th</sup> Behavior Report	4 days bus suspension
5 <sup>th</sup> Behavior Report	8 days bus suspension
6 <sup>th</sup> Behavior Report	36 days bus suspension

\*Additional Behavior Reports can result in bus suspension for the balance of the school year.

### **Changes in Busing or Parent Pick Up**

- Students are provided with **ONE** stop for pick up from a regularly scheduled stop and **ONE** regularly scheduled stop for return home.
- **Students will not be allowed to change stops on a temporary or day to day basis.**
- **Student requests for changes to transportation will NOT be honored.**
- Changes in busing or parent pick up **must be made no later than 1:40 p.m.** on a regular school day, and **no later than 11:20 a.m.** on an early release day.
- Phone changes **will not be allowed** unless the caller provides the appropriate identification.
- If a parent or guardian fails to pick up their child by 4:00 p.m. on a regular school day or 1:00 p.m. on an early release day, and a parent/guardian cannot be reached, police will be notified.

### **Discipline and Conduct [Policy JIC]**

Every child deserves a quality learning environment; no child has the right to interfere with the learning process of others. *Self-discipline* is our goal. Teachers and paraprofessionals handle routine discipline of students. Rules, rewards, and consequences are taught to students, are posted in each classroom, and are sent home for parent signature.

Extreme or repeated misbehavior will be referred to site administration. Many factors are considered when taking disciplinary actions for problematic behaviors. Prior disciplinary incidents, the length of time since a student's disciplinary incident, and their ability to reflect upon their behavior(s) will be considered when any action is taken. If the referral/incident is not of severe nature, the problem(s) and future consequences will be discussed with the student and the Disciplinary Referral will be sent home with them. **All Disciplinary Referrals are to be signed by the parent and returned to the administrative offices.** Calling of parents on the first referral/visit is optional.

Additional referrals, or incidents of more severe nature, may require a phone call or email to discuss referral/incident and subsequent consequences with parent/guardian. District policies for suspension or expulsion are available upon request. Violations of state law will be reported to the [School Resource Officer](#).

The discipline policy is progressive, meaning that each successive offense may merit a stronger consequence. Employment of discipline alternatives (such as restorative conferences or diverted consequences) is at the discretion of FCJH administrators or district authorities. School authorities **will** notify police for offenses that violate the law. If the police pursue criminal charges, any consequence resulting will be separate and in addition to any school consequence. In cases of theft or destruction of property, restitution is required and will be sought.

### **Behavior Support Plans/Contracts**

In order to support students in modifying disruptive behavior, the school will work to develop behavior plans. These behavior plans will be a collaborative effort between the school, the students, and the parents. The goal of the behavior plan is to target disruptive behavior and reduce the number of repeat incidents. The school, with support from parents, will open lines of communication, set behavioral goals, and establish rewards and consequences for the student. The school is committed to supporting students in maintaining a standard of behavior that will help them to be successful and remain in school.

### **Behavior Resource Center (BRC)**

When the behavior of a student is such that it causes a continual disruption to the learning process of other students, the student will be suspended from the normal classroom environment and assigned to an alternative temporary classroom known as the BRC. In the BRC, the student and the school staff/administration will work to accomplish behavior modification and return the student to the normal classroom. **However, any violation of BRC behavior rules will result in the student being sent home on an out-of-school suspension (OSS).** Students who have been assigned to the BRC for the entirety of a school day are not permitted to attend on-site after school activities: after school programs, clubs, sporting events, dances, etc.

### **Bullying/Harassment/Intimidation/ [Policy JICK]**

Bullying, intimidation, and harassment of any student, employee or any other person are prohibited on school grounds, school property, school buses, school bus stops or at school sponsored events and activities. Nor shall any student encourage, solicit, aid, or abet another student in the bullying, harassment or intimidation of anyone.

**Bullying** is defined when a student or group of students engage in any form of behavior that include such acts as intimidation and/or harassment that:

- A. has the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm or damage to property,
- B. is sufficiently severe, persistent or pervasive that the action, behavior, or threat creates an intimidating, threatening, or abusive environment in the form of physical or emotional harm,
- C. occurs when there is a real or perceived imbalance of power or strength, or
- D. may constitute a violation of law.

**Bullying** of a student or group of students can be manifested through written, verbal, physical, or emotional means and may occur in a variety of forms including, but not limited to:

- A. verbal, written/printed or graphic exposure to derogatory comments, extortion, exploitation, name calling, or rumor spreading either directly through another person or group or through cyberbullying,
- B. exposure to social exclusion or ostracism,
- C. physical contact including but not limited to pushing, hitting, kicking, shoving, or spitting, and
- D. damage to or theft of personal property.

**Cyberbullying** is, but not limited to, any act of bullying committed by the use of electronic technology or electronic communication devices, including telephonic devices, social networking and other Internet communications, on school computers, networks, forums and mailing lists, or other District-owned property, and by means of an individual's personal electronic media and equipment.

**Harassment** is intentional behavior by a student or group of students that is disturbing or threatening to another student or group of students. Intentional behaviors that characterize harassment include, but are not limited to, stalking, hazing, social exclusion, name calling, unwanted physical contact and unwelcome verbal or written comments, photographs and graphics. Harassment may be related, but not limited to, race, religious orientation, sexual orientation, cultural background, economic status, size or personal appearance. Harassing behaviors can be direct or indirect and by the use of social media. **Unauthorized recording or postings on social media may result in OSS and/or Expulsion (JICJ).**

**Intimidation** is intentional behavior by a student or group of students that places another student or group of students in fear of harm to person or property. Intimidation can be manifested emotionally or physically, either directly or indirectly, and by the use of social media.

**(Bully: defined as an overbearing person, who habitually badgers, harasses and intimidates).**

### **Cafeteria Conduct**

Keeping the cafeteria clean is a requirement of all students eating breakfast or lunch. Good manners are mandatory. Food may not be consumed outside the cafeteria except for when permitted by the office.

1. Students will follow all rules and procedures for entering the cafeteria, getting their lunches, and sitting at their assigned tables. This information will be provided by the cafeteria managers and/or administration at the beginning of the school year.
2. Students will pick up any trash or food around them before being dismissed.
3. Students will discard their trash in the appropriate container, return trays to the designated area, and exit to the basketball courts.
4. No food or liquid may be taken out of the cafeteria except water. **Eating outside is prohibited.** In order to promote a clean campus, all students, even those choosing to bring their own lunch, will eat in the cafeteria.
5. Students will not touch another student's tray, food, or personal belongings.
6. Students will not share food or drinks with others.
7. Students will not throw anything in the cafeteria.
8. Students who do not follow cafeteria rules may be subject to lunch clean-up, lunch detention, or BRC for repeated offenders.
9. Students assigned to all day BRC or for lunch detention will eat separately from their peers and be provided a sack lunch or may bring their own lunch.
10. Students assigned to lunch clean-up will be excused when the bell rings. There are no exceptions. Excused tardy slips will not be issued to a lunch worker for being late to class.
11. **No outside food will be ordered or delivered to the school.**

### **Classroom Removal/Disruption**

A teacher's ability to communicate effectively during classroom instruction should not be interfered with by anyone. Therefore, if a teacher has determined that a student's behavior has seriously interfered with his or her ability to teach, that student will be removed from the classroom by a school administrator. Behaviors that can lead to removal from the classroom include failure to follow directions, excessive talking, wandering the classroom without permission, disruptive conversations, and willful disobedience, among others.

### **(Nonviolent) Crisis Intervention (NCI) [Policy JLDB]**

Bullhead City School District is a Nonviolent Crisis Intervention (NCI) school District. NCI trained staff are allowed to prevent and/or de-escalate medium to high-risk behavior using both restrictive and nonrestrictive methods. Staff are trained in: common de-escalation communication, proactive verbal de-escalation strategies, and safety

intervention and disengagement skills. If a student is restrained, parents are notified via phone the day of and provided a written copy of the report within 24 hours of the incident.

### **Expulsion**

In addition to imposing an out of school suspension, a school administrator may forward information related to the student's misconduct to the office of the Superintendent (with or without recommendation). The District Disciplinary Hearing Officer shall then consider possible additional consequences along with the OSS. The out-of-school suspension of the student will still be in effect during this process. The District Disciplinary Hearing Officer **has the authority to impose a long-term suspension or to refer students to the** District Governing Board which has the authority to impose expulsion.

### **Hazing [Policy JICFA-EB]**

Hazing – intentional put-downs, harassment, or making other students act in dangerous, degrading, or demeaning ways – is not permitted on campus or at any school event. Students should report such behavior to any school employee for action. Procedures may be requested in the office.

### **Out of School Suspension (OSS)**

Out of school suspension means the temporary withdrawal of the privilege of attending school and school related events in the District for a period of 1-10 days. There is no right to appeal an out of school suspension. A school administrator has the authority to suspend a student for 10 consecutive days or less. Additionally, upon return from an out of school suspension, students will meet with an administrator to reflect upon their behavior and ensure future success. If an OSS is assigned to a student, the following steps shall be taken:

- The school administrator will conference with the parents before the student is permitted to leave the campus. If no parent contact is made the student will be retained at school until regular dismissal time. Parents will be notified of the suspension by verbal or written communication.
- The suspension shall be reported to the District Office of the Superintendent.
- Students may not come back to school until a parent conference is held with administration.

### **Student Possession, Use, or Distribution of Drugs (Including Tobacco) or Alcohol [Policies JICH-E, JICH-R, JICG]**

School employees must report suspected instances of student involvement with drugs or alcohol. The principals will follow due process in handling any reports. Both police and parents/guardians will be contacted. Students who use, distribute, sell, or are in possession of alcohol or drugs will be subject to progressive disciplinary action, which may include out of school suspension, and/or a recommendation for expulsion. Students found in possession of substances **MAY** be offered the option of a 9 week diversion program in lieu of an expulsion hearing.

### **School Resource Officer**

Student conduct that appears to be in violation of both BCSD #15 Governing Board Policy and Arizona State Law may be referred to the school resource officer for further investigation and consequences. In conjunction with the school resource officer, the school administration reserves the right to use additional resources such as random K9 searches, drug education, gang education, and anti-bullying programs, in order to maintain a safe and drug free school environment.

### **Search and Seizure Policy**

School administration has the right to search and seize school or personal property, including and not limited to electronic devices, cell phones, **other electronic devices, and** articles prohibited by school and District policy, such as skateboards, inappropriate materials, contraband, etc. All Items, unless they are part of a legal investigation, will generally be returned to the parent at the end of the school day.

Searches, whether they are random or deliberate, can and will be conducted by school administrators when there is a reason to believe that some material or matter detrimental to health, safety, and welfare of the student(s) exists. The school administration retains the right to inspect and search student property, PE lockers, drink containers, etc., for any reason, at any time, without notice, without student consent, and without a search

warrant. **This includes with the help of handheld metal detectors.** If a student is searched, parents/guardians will be notified.

### **Tobacco Free School Zone**

Possession of matches, other chemical inhalation devices or lighter and/or use of tobacco in any form are not permitted on BCSD property or at any school sponsored event. Smoking, vaping, or use of tobacco or other chemical inhalation devices, in any form by anyone, is prohibited within the school building and on school grounds. Violation of the tobacco law may be referred to the Resource Officer. Students who are found to be in possession of tobacco products, matches, lighter, e-cigarette, or vaping devices are subject to BCSD code of conduct. Both police and parents will be contacted.

### **Weapons in Schools [Policies JICI, JICI-E, & A.R.S. 15-515]**

School employees **must immediately report** instances of weapons or simulated weapons or threats of use of a weapon or simulated weapon on school premises. Principals will take appropriate safety and disciplinary actions on a case by case basis. **Police and the Superintendent will be notified immediately if the weapon is a firearm or deadly weapon.** Definitions for weapon, simulated weapon, firearm, destructive device, dangerous instrument, deadly weapon, and school premises are available in the school office.

## **Policies and Student Services**

### **Asbestos Materials**

BCSD #15 meets the Environmental Protection Agency's regulations regarding asbestos-containing materials in schools. Inspection reports and operation/management plans for each school are available. Please contact the Superintendent if you have questions or would like more information.

### **Backpacks**

**Backpacks are not allowed on campus.** If a student has a backpack, it will be confiscated. The policy is to ensure a safe and secure learning environment for all students. Students may have a water bottle (with unflavored drinking water only) and a lunch container (if needed).

### **Bicycle Safety and Student Pedestrians**

- Students may not arrive on campus before 6:50 a.m. Campus-wide, adult supervision, is not available until 6:50 a.m.
- Students who choose to bicycle to and from school are required to follow basic safety rules and all provisions for the operation of non-motorized vehicles found in Code 28 of the Arizona Revised Statutes.
- Bicyclists are required to dismount their bicycles when they reach the school's property line and walk the bicycle to the rack, located adjacent to the cafeteria, near the southeast corner of the campus. Students are required to lock up their bicycles.
- Skateboards, inline skates, tennis shoe skates, or scooters, are prohibited on The Fox Creek campus.

### **Child Find**

Child Find seeks to identify and provide special services to those children who qualify for, and who live within our district boundaries. The Bullhead City School District's Special Services Department provides services for children with disabilities between the ages of 0-21. These services include:

1. Preschool for disabled children (ages 3-5)
2. Occupational therapy
3. Physical therapy
4. Speech therapy
5. Educational Intervention for school age children (K-8)
6. Referral for children ages 0-2 ½ to Arizona Early Intervention Program.
7. Specialists are available in Specific Learning Disabilities, Emotional Disabilities, Mild and Moderate Intellectual Delay, Severe and Profound Intellectual Delay, Hearing Impaired, and Visual Impairments.

For more information contact the Bullhead City School District's Special Services Department at (928) 758-8858 or the Fox Creek administrative office.

### **Class Schedules**

The administration makes every effort to balance all classrooms, with a ratio of 1 certified teacher to 30 students. Once the school year begins, a student's schedule may be administratively adjusted based on the following procedures:

1. Management of classroom sizes
2. Teacher recommendation based on the student's academic performance
3. Subject-based interventions or short-term intervention services
4. Parent conference with the teacher, counselor, and/or principal
5. Fox Creek offers a limited number of enrichment courses, students will be assigned enrichment courses based on availability and testing, or audition (GATE, Band, etc.)
6. Parent/Guardian Request

### **Computers**

- Many classrooms have computers, laptops, or tablets.
- Classes will use Chromebooks to teach students keyboarding and technology skills, and to supplement classroom instruction.
- Students are expected to use the equipment appropriately.
- **Misuse will result in restrictions of use and/or payment for damages.** Parent permission is required for use of any computers.
- **Parents and students must sign the Acceptable Use Agreement Policy given when enrolling or re-enrolling your student.**
- Students are assigned student Google Accounts to use for the current school year which are for educational purposes only. Parents are encouraged to monitor the accounts, but should not use the account for personal use or to contact your student or other students during the school year.
- The school district utilizes a web monitoring program **GoGuardian** to monitor student emails and google drive applications (drive, docs, sheets, etc.)

### **Counseling Services**

Counseling services are available to all students and parents who wish to discuss academic and/or behavior concerns. A school counselor is available to students and parents regarding social concerns at home and at school. Students who need to consult the counselor or a school administrator must:

- Have a pass from their teacher
- Be sent for by the counselor or administrator
- Fill out the appointment form in the front office

Any parent, who needs to consult the school counselor, should call the office for an appointment 928-704-2500.

### **Dress Code (Governing Board Policy JICA & Regulation JICA-RA)**

All students will wear the standard school clothing.

Long or short sleeved uniform tee-shirt or Polo shirt with the school logo in the designated school colors as specified by the District. **Pants, shorts, or skirts with no holes, shreds, or frayed edges.** No coverall/overall pants or skirts or pajama pants.

Uniform shirts/sweatshirts/jackets may not be altered in a manner that removes or defaces the school logo, adds any prints or pictures (i.e., fabric transfers), cuts or shreds the fabric, or leaves unfinished edges.

Additional items may be added to the standard school clothing during the year as approved by the Governing Board.

## Cold Weather Wear

During cold weather, students may wear shirts, sweatshirts, and jackets in the appropriate school colors with school logos inside and outside the buildings. Students may wear sweatshirts and jackets that are not in school colors or with school logos outside only, but when they enter the buildings, those garments must be removed or covered with a garment that displays the school logo in appropriate school colors. **Hoods, hats, beanies, sweatbands, or bandanas may not be worn inside.** Caps with brims may be worn outdoors with the brims turned forward to protect the face.

## General Dress Code Requirements:

- A. Baggy or oversized clothing is prohibited. Clothing may not be more than one (1) size too large, to allow for one (1) year's growth. No sagging of clothing is allowed. **Pants must fit at the waist, and not touch the ground.**
- B. **Shorts must have at least a five inch (5") inseam.** Skirts and dresses must be longer than an individual's fingertips with hands held at the side.
- C. Belts (if worn) may not be more than one (1) size larger than the waist. Belts must be worn at the waist.
- D. Undergarments may not show.
- E. **For safety reasons, students must wear closed toe shoes with backs.** Students must wear appropriate shoes for physical education, such as tennis shoes. **Flip-flops, shower shoes, slides, skate or "wheelies" shoes, Crocs and bare feet are not allowed.**
- F. **Distracting hairstyles** with inappropriate designs or implied obscenities shaved into the hair, or hair with unnatural colors (pink, blue, green, scarlet, etc.) or styles, are prohibited. Spiked hair may be no longer than one and one-half inch (1 1/2") in length. Mohawks are prohibited.
- G. *Jewelry:* Dangly earrings must be removed during physical education or recess. **Other than earrings, no other facial jewelry is to be worn on campus.** Ear gauges, spikes, and other non-traditional ear adornments are prohibited. Body piercings with adornment must be covered by clothing which meets school dress code guidelines. No tongue studs during the school day. Clear spacers may be worn with the administrator's approval.
- H. Accessories that could be used to injure another, such as chains, dog collars, spiked wristbands, and other exotic jewelry, are prohibited.
- I. Tattoos, real or simulated (including writings or drawings on exposed skin), must be covered.
- J. Any buttons, jewelry, backpacks, clothing, caps/hats, or other accessories that contain vulgar, lewd, obscene, or plainly offensive messages, including accessories that depict alcoholic beverages, tobacco or controlled substances, profanity, vulgarity, nudity, violence, weapons, sexism, racism, or extremism and accessories that make reference to or identify gangs are prohibited.
- K. Due to allergies and other health concerns, perfumes/colognes, soaps, scented hair gel, and aerosol products are prohibited at school.

## Adhering to the Dress Code:

- A. Students not dressed in accordance with the District dress code may be offered use of standard school clothing for the day, or their parents will be contacted to bring appropriate uniform clothing.
- B. Students who repeatedly fail to dress in accordance with this dress code may be subject to disciplinary actions as set forth in the District policy manual. For students who do not wish to follow the dress code, the District will provide information for alternative enrollment in a neighboring school.
- C. No students shall be subject to discipline for failure to comply with this dress code if the reason is economic hardship. Under such circumstances, the schools will provide assistance for the student to be furnished with standard school clothing.
- D. New students who enter the schools will have two (2) weeks to purchase standard school clothing. In case of hardship, parents may apply to the school to receive assistance. This will be determined on a case-by-case basis.
- E. On occasion, the principal may allow a "dress-up" or "spirit" day when students may wear clothing other than the standard school clothing. This will be on special occasions only. The students and parents will be notified prior to the "dress-up" day.

- F. School administrators will make the final decision regarding the appropriateness of any student's appearance.

### **Other Uniforms**

Special shirts that are given as incentives or that are for school groups such as chorus, student council, athletic teams, et cetera, may be worn upon approval of the principal.

### **Due Process Rights**

To ensure fairness, a student, whose conduct may warrant suspension or expulsion shall be provided with appropriate due process. Appropriate due process shall include notice and an opportunity to be heard. The particular form of due process required shall depend upon the severity of the situation and the type of discipline invoked.

**Suspensions of ten days or less cannot be appealed. Long-term suspensions determined by the District Disciplinary Hearing Office can be appealed to the Governing Board. The Governing Board's decision is final.**

### **Electronic Devices [Policy JICJ, IJNDB, & IJNDB-R]**

Cell phones, **smart watches, fitness trackers** and other personal electronic devices will be turned off and checked in with a teacher at the beginning of the school day. They will be stored in locked boxes designed for such storage. At the end of the school day, devices will be returned to students. Students whose need to have a cell phone has been documented through a 504 Plan or IEP will be the only exceptions. **Students may contact parents during the school day by requesting use of a landline phone in the office. Parents may contact students during the school day by calling the school office and leaving a message or a request for a return call.**

Use of camera features on electronic devices at bus stops, on buses, or at any school-sponsored activity is prohibited except as allowed under Policy JK-R. Unauthorized recording or posting of unauthorized recordings on social media will result in disciplinary action up to and including out-of-school suspension or expulsion.

The school and the District are not responsible for lost or stolen electronic devices.

### **Email**

- Every teacher at **Fox Creek JH** has an email address and is required to check his/her email often. **Staff should return your email within 24 hours of receiving your message (unless it is on a weekend).**
- Parents can email teachers through **ParentVUE** in Synergy.

### **Emergency Care**

**Parents are requested to provide current emergency telephone numbers** in case a student becomes ill or has an accident at school. The health attendant will provide first aid and attempt to notify the parent/guardian as soon as possible. EMT's or other emergency medical services may be called if parents are unavailable or if in the estimation of an administrator the situation warrants immediate emergency medical care. Expenses for emergency care will be directed to the parents. **It is important that parents update emergency information when there are changes.**

### **Emergency Procedures**

Each school has procedures for a wide variety of emergency situations. During the school year emergency drills will be conducted. In case of an actual emergency, parents should turn to local radio or TV stations for information.

Safety drills that include fire drills, bus evacuations, and school lock-downs will be held periodically. Safe and orderly behavior is expected. Due to the serious nature of these drills misbehavior will result in increased disciplinary consequences. Maps and directions that indicate classroom exit routes are posted in all classrooms. Instructions and preparations for drills will be reviewed by individual classroom teachers. The school district has procedures in place to handle emergency or crisis situations. All schools have regular drills for staff and students to practice lockdown and evacuation procedures. In the event of a civil emergency, the District will work closely

with the city of Bullhead City, and the Bullhead City Police Department, as well as County and State Emergency Response Teams.

### **Enhanced Security**

The safety of our students and staff is a top priority. All school campuses and the district office have enhanced security measures in place. Front office doors remain locked during the school day, and visitors must use the intercom system to request entry. For everyone's safety, all parents and visitors may be required to show valid identification before being granted access to the building. We appreciate your cooperation in helping us maintain a secure and welcoming environment for our school community.

### **FERPA Notification**

The Family Educational Rights and Privacy Act (FERPA) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive federal funds.

FERPA gives parents certain rights with respect to their child's education records. When a student reaches the age of 18 or attends a post-secondary school or college, the parents' rights transfer to the student and the student is then an "eligible student" under the law.

Under FERPA, parents and eligible students have the following rights:

1. To inspect and review the student's education records maintained by the school within 45 days of the school's receipt of a written request. The request should identify the record(s) being inspected. The school is not required to provide copies of records and may charge a fee if copies are requested. Contact the principal to seek access to your child's record. You will be notified of the place and time the record(s) may be available for review.
2. To request that a school correct records believed to be inaccurate or misleading. The request must be in writing and clearly specify: (a) the part of the record requesting to be changed, and (b) why it is inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student has the right to a hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement in the record about the contested information. The school is not required to consider requests for grade or disciplinary decisions, opinions of school officials in the education record, or the child's special education determination. Contact the principal to request an amendment to your child's record.
3. To control the disclosure of their child's personally identifiable information from their education record. Parents may request that the school, with certain exceptions, obtain their written consent prior to the disclosure of student information. An exception which permits disclosure without consent is disclosure to school staff with legitimate educational interests, such as a person employed by the district; a person serving on the school board; a person or company with whom the district has contracted to perform a special task (such as an attorney, auditor, or therapist); or a parent or student serving on an official committee, such as a grievance or disciplinary committee or assisting another school official; and/or an official of another school district in which a student seeks to enroll. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill a professional responsibility.
4. To file a complaint with the U.S. Department of Education concerning alleged failures by the school district to comply with the requirements of FERPA at the following address:

Family Policy Compliance Office, U.S. Department of Education  
400 Maryland Avenue, SW, Washington, DC 20202-4605

### **Free and Appropriate Education**

Free and Appropriate Public Education (FAPE) means the educational programs and services that are provided to the children of a resident of Arizona are consistent with the Arizona School Attendance Laws. The Bullhead City School District #15 serving homeless children and youth must ensure that such children and youth have access to educational services to assure they have the opportunities to meet the same challenging Arizona content and

Arizona student performance standards to which all children are held.

The educational services may include Title I, Part A of the ESEA, Educational Programs for Individuals with Disabilities and for students with limited English proficiency, programs in vocational education, programs for the gifted and talented, Head Start, Even Start, and school meal programs.

### **Health Services**

**Medications: STUDENTS MAY NOT TRANSPORT MEDICATION (including cough drops, pain reliever, or fever reducer).** This is for the safety of all students. An adult must bring medication to the office. Written permission from the parent/guardian is required for the health attendant to administer specific over-the-counter drugs. Prescription medication must be in its original container, labeled with the student's name, physician's direction, and name of medication. The adult delivering the medication must complete an authorization form available in the health attendant's office. **Medication is dispensed only at the health office. Students may not keep medication in their backpacks, classroom, or anywhere other than with the health attendant after written permission has been received. Students, who are required to carry personal inhalers for asthma or epi-pens, must register them with the health attendant, and the parent must fill out the appropriate form.**

**General Health:** If your child is running a fever, has diarrhea, or is vomiting, they are to be kept home until they are feeling better. Do not send students to school until they have been symptom free for 24 hours.

**Contagious Diseases:** Any student suspected of having a contagious disease (e.g. strep throat, conjunctivitis, chicken pox) will be sent home and not permitted to return to school without a statement from a physician. A physician must check all rashes before the student is permitted to return to class. Please do not send children to school with a rash.

**Lice:** Students found with lice, nits, or eggs will be sent home. Lice must be treated and all nits must be removed. An adult must accompany a child when returning to school. The school nurse must clear a child before he/she will be admitted back to class.

**Immunizations:** ARS 15-342 requires immunization against diphtheria-pertussis-tetanus (DPT), polio, measles, mumps, rubella, varicella, hepatitis B, meningococcal, and an immunization record for each child. Immunizations must be completed and a valid immunization record furnished before a child will be enrolled. Non-immunized children will be excluded from school. Exceptions to the immunization procedure must be in compliance with ARS 15-342. Please check with the health attendant for information.

**Student Accident Insurance:** Student accident insurance is available. Forms will be sent home with students early in the school year. This insurance offers several types of coverage for reasonable fees. You may contact Myers-Stevens & Toohey & Co. Inc. directly at 1-800-827-4695 or go to their website at <https://www.myers-stevens.com/> In general, schools are typically not responsible for injuries a student may sustain while at school including, but not limited to, those times spent in classes, at recess, during lunch, at play, or during participation in extracurricular activities.

### **Learning Materials, Workbooks, Library Books, Chromebooks**

Textbooks and other learning materials are used as resources provided they are not mistreated. All resources, materials and library books have been carefully examined for condition. It is the student's responsibility to maintain and return each issued resource in good condition. **An appropriate fine will be charged for lost or damaged books, school materials, and Chromebooks.**

### **McKinney-Vento Homeless Act (educational rights of homeless children)**

If any family lives in any of the following situations; in a shelter, motel, vehicle or campground, on the street, in an abandoned building, trailer, or other inadequate accommodations, or doubled up with friends or relatives because they cannot find or afford housing, they should:

- Contact the School District's local liaison for homeless education (Guadalupe Torres @ 758-3961 extension 1066) for help enrolling children in a new school or arranging for them to continue in their

former school. (Or, someone at a shelter, social services office, or the school can direct the family to the person to contact).

- Contact the school and provide any information that will assist the teachers in helping children adjust to new circumstances.
- Ask the local liaison for homeless education, the shelter provider, or a social worker for assistance with clothing and supplies, if needed.
- Complete appropriate forms available in the administrative office.

### **Meal Programs**

Breakfast and lunch, conforming to nutritional guidelines of the National School Lunch Program, are available for all students.

- Breakfast and lunch are free of charge for all enrolled students at Fox Creek. Additional milk/water, for students who pack a lunch, is available for \$0.50 per half pint of milk.
- **Soda, energy drinks, etc. are discouraged in home lunches. Students are NOT permitted to share snacks or lunches with others.**
- Families who would like to eat breakfast or lunch with their child may purchase this meal at full price.
- **Students receiving and eating free lunch at school cannot supplement this meal with outside food items. Examples: Candy, chips, cookies, fast food items such as McDonalds.**
- **Snacks will be provided at a scheduled time each afternoon as part of the Meal Program.**

**Food Service Nondiscrimination:** In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Food program information may be made available in languages other than English or persons with disabilities who require alternative means of communication by contacting the District Secretary at 928- 758-3961 Ext. 1000. Additional information is available on the District website [bcsd15.org](http://bcsd15.org).

### **Nut Free School**

Due to nut allergy reactions (range from mild to severe life-threatening anaphylactic reactions) Fox Creek is a "NUT FREE SCHOOL." Please do not send products that contain nuts (peanuts or tree nuts) to school with your child. Students who bring items for lunch that contain nuts or tree nuts will be sent to the office to eat. When they are finished eating they will wash their hands and drink water and go to recess. A reminder slip will be given to the student.

### **Open Enrollment**

Students who live outside of the designated school attendance area may apply for open-enrollment status and attend that school in accordance with the District's Open Enrollment Guidelines. Complete guidelines are available in the district office. Open enrollment decisions are based on the designated capacity of the school and anticipated enrollment. **Initial applications can be done at any time; applications for continued Open Enrollment must be done yearly before March 1<sup>st</sup>.**

### **Passes**

Students will not be allowed to leave class during the first or last ten (10) minutes of class nor when direct instruction is taking place. Teachers will maintain a daily restroom log in their classroom. When students leave a classroom, they must sign out. The log must include the date and times-in-and-out. They must have a note in hand from the releasing teacher that has where they are going and what time they left. Students who need to leave the classroom must have the appropriate student pass from the classroom teacher. Students without passes will be considered truant. A student located on campus during class time without a pass may be disciplined for failure to obtain a pass, and/or an attendance violation.

## **Personal Celebrations and Classroom Parties [Policy JL-RA]**

Fox Creek does not have holiday parties, wear Halloween costumes, or hold gift exchanges. We understand that some students want to bring food items to school on their birthday to share with classmates. However, in keeping with the District's nutrition program goals and guidelines, only food prepared or obtained by the District's food services program shall be served. Students will not be permitted to carry flowers, balloons, stuffed animals, or similar items/arrangements on campus.

## **Personal Items at School/Lost and Found**

The only items needed at school are

- a water bottle (**with unflavored drinking water ONLY**),
- school supplies approved by your child's teacher, and
- essential personal hygiene items.

No glass bottles or spray bottles are to be brought to school for any reason.

**The following are NOT allowed on campus:**

- Toys such as spinners
- Fidget Spinners (Allowed only if noted in a student's IEP or 504 plan)
- Trading cards (baseball, football, Pokémon, etc.)
- Basketballs, footballs, etc.
- Slime
- Hoverboards
- Two-wheeled, self-balancing electric scooters
- **Students may not use cell phones, smart watches, fitness trackers, radios, MP3's, videos, headphones, laser lights, and other electronic devices at any time during school hours. Cell phones, smart watches, and fitness trackers are to be "parked" at the beginning of the day. Other devices should be powered down and kept turned "off" and out of sight while on campus/school property.**

Any unauthorized items that are observed or found in public view will be confiscated and may be returned only to the parent or legal guardian of the student. The school is not responsible for damage, loss or theft of any electronic devices that the students bring to school.

Although the school is not responsible for loss of personal belongings, if loss is reported, an attempt will be made to find the missing item. Students should check the "Lost and Found" box located in the multi-purpose room. Unclaimed items will be donated to a charitable organization throughout the year.

## **Physical Education**

Physical Education (PE) is part of the curriculum offered at Fox Creek. When outdoor temperatures exceed 100° F, PE will be held indoors. Girls on their menstrual cycle are not excused from participation. A written note to the Health Attendant may excuse participation for one day. A physician's note must accompany any other limited or non-participation request.

The locker room will be secured during class time. Students will not be allowed to enter the locker room, or disrupt the teachers to gain access to the locker room. The PE staff's attention must be upon the children and the athletic activities in which students are engaged. Students of the PE Dept., with permission, may use the PE restrooms during class time, which are separate from the locker room.

Students are responsible for a P.E. locker and a lock which is issued by the physical education teacher. The school assumes no responsibility for lost or stolen items. The use of lockers is a privilege granted to students and is not a right. Students are expected to assume full responsibility for their own lockers, including locking the locker daily. The loss or destruction of any property by the student is the responsibility of the student and the parent will be charged for lock replacement or locker repair.

### **Soliciting at School**

No one (including staff or students) is allowed to sell any items at school that are not school sponsored, not approved by student council, and/or not approved by administration. Only authorized and chartered clubs have the authority to sell items on campus.

### **Student Complaints and Grievances**

If a student feels threatened, harassed or discriminated against in any manner, the Governing Board of the Bullhead School District is committed to a policy of nondiscrimination in relation to disabilities, handicaps, national origin, sex, age, religion or action by another whereby the student is made to feel uncomfortable. Exhibit JII-EA should be filed with the site coordinator.

### **Student Directory Information**

As part of the registration process, parents choose whether or not to allow the school to release directory information about their student. If the parents “opt out” of sharing information, they must complete the Designation of Directory Information Form specifying which information may be released upon request. As a matter of practice, Bullhead City School District does not release any student information except for students’ first name and last initial unless the parent opts out completely.

### **Synergy ParentVUE Portal**

ParentVUE Portal accounts are free accounts that allow parents to monitor the progress of their child(ren) online. They can be access using the following web address: [https://bcsd.apsc.org/PXP2\\_Login\\_Parent.aspx](https://bcsd.apsc.org/PXP2_Login_Parent.aspx)

- ParentVUE Portal information includes grades, assignments, attendance, and more.
- ParentVUE can monitor multiple children with one account as long as all students attend the same school district.
- In order to create an account, please fill out an enrollment form and return it to the front office.
- Synergy ParentVUE Portal can be accessed on any device that can access the internet.

### **Synergy Parent Alerts**

- Synergy can send phone, email, and text messages to parents with important information including important events, absences, and announcements.
- If you receive a call from Fox Creek Junior High, PLEASE be sure to listen to the message before calling the school. The Parent Alert WILL leave a voicemail. PLEASE listen to the voicemail.
- Text messages will only be sent to parents who have opted to receive text messages. If you wish to receive text messages, please contact the front office or select that option in your Synergy ParentVUE Portal.

### **NONDISCRIMINATION STATEMENT (Policy AC)**

Bullhead City School District #15 does not discriminate based on sex in its educational programs, activities, or employment policies as required by Title IX of the 1972 Educational Amendments. The BCSD does not discriminate against the handicapped in its educational programs or employment policies as required by Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990. Furthermore, BCSD does not discriminate based on race, color, national origin, or age in its programs and activities. The Governing Board is committed to a policy of nondiscrimination in all its dealings with students, staff and the public. Inquiries or complaints regarding discrimination should be directed first to the Site Administrator.

Inquiries may be directed to:

Dr. Carolyn Stewart, Superintendent  
Bullhead City School District  
(928) 758-3961

Director, Office of Civil Rights  
Department of Education  
Washington, D.C.

### **TITLE IX SEXUAL HARASSMENT COMPLIANCE (Policy ACAA)**

Title IX of the Federal Education Amendments Act protects people from discrimination based on sex in education programs or activities that receive Federal financial assistance. Bullhead City School District adheres to all conditions established by Title IX

by recognizing the right of every student who attends school in the District and every employee who works in the District to do so without the fear of sexual harassment.

The District employs the definition of sexual harassment as established by the Title IX regulations. Sexual harassment means conduct based on sex that satisfies one (1) or more of the following:

- A. An employee of the District conditioning the provision of an aid, benefit, or service of the District on an individual's participation in unwelcome sexual conduct;
- B. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the District's education program or activity; or
- C. "Sexual assault" as defined in federal law.

Any person may report sex discrimination, including sexual harassment, regardless of whether the person reporting is the person alleged to be the victim of the reported conduct or not. Such a report may be made at any time (including during non-business hours) by using the telephone number or electronic mail address, or by mail to the office address, listed for the Title IX Coordinator:

Carolyn Stewart	928-758-3961 Ext. 1001
Title IX Coordinator	cstewart@crsk12.org
Bullhead City School District #15	
1004 Hancock Road, Ste. 100	
Bullhead City, AZ 86442	

### **Visitors/Volunteers [ARS § 15-183 and §15-512 Policy KFA]**

**Visitors:** In accordance with Arizona law, all visitors must check in at the office and receive a visitor's badge. The school does not allow visiting friends to attend school with students. Parents may visit their child's classroom. Parents are encouraged to make prior arrangements with the teachers. Legal identification (e.g., driver's license) is required. Students are not allowed to leave campus with a visitor unless they have been signed out through the school office by an authorized person.. **If visitors plan to bring an animal on campus, it must be arranged in advance and cleared by the teacher and the office.**

**Volunteers:** All adults who work with students in classrooms, on campus, on field trips, or as chaperones at school events must have prior fingerprint clearance on file in the office. Application information is available through the District Office.

**Visitor & Volunteer Dress Code:** Visitors and volunteers are expected to dress appropriately for a school setting.

- shorts and skirts should be at least fingertip length;
- tops should not have spaghetti straps, halters, or low necklines;
- shirts (men's or women's) should cover the mid-section at all times;
- shoes should be safe for the task;
- caps, hats, and jackets are for outside wear only
- clothing, jewelry, accessories and hairstyles that are distracting, offensive, vulgar, or which refer to profanity, violence, drugs, alcohol, gangs, or sexual activity are prohibited.

**This is a busy office and we will do our best to respond to your questions as quickly as possible. Visitors who repeatedly behave inappropriately may lose the privilege of access to our school.**

### **Website**

The BCSD website <https://www.bcsd15.org/> and **District Facebook page** <https://www.facebook.com/BCSD15> should be checked regularly for useful and up-to-date information.

### **Withdrawal & Records**

Since other schools may require parental permission before forwarding records, Fox Creek requests that a release form be signed by the parent/guardian during enrollment. Fox Creek does not require a parental signature prior to forwarding regular education records to a receiving district. However, the law requires one in order to forward confidential records, psychological testing, or Special Education records. Parents/guardians may examine their child's records and a copy may be purchased for ten cents (\$0.10) per page with twenty-four hour notice. Written

comments may be added to the records.

A signed withdrawal slip is requested in order to facilitate the transfer of students. Official records must be mailed to the receiving school, not transported by the family.

Fox Creek Students should notify the office and their teachers when they plan to leave the district. The office will provide parents with a withdrawal form. This procedure will provide the student with a current grade check, and ensure the student returns any borrowed materials.

### **WHO TO CONTACT WITH CONCERNS**

Parents with concerns related to their child's academic progress should contact the teacher first and may follow-up with the site principal. For other concerns, they may contact the site principal.

#### **Additional District Contact Numbers: District Office Contact Numbers:**

Desert Valley School	(928) 758-6606	Director of Special Education	(928) 758-8858
Sunrise Elementary	(928) 219-3004	English Language Learners Director	(928) 758-3961
Diamondback Elementary	(928) 758-6858	Superintendent	(928) 758-3961
Bullhead City Middle School	(928) 758-3921	Director of Educational Services	(928) 758-3961
Fox Creek Junior High	(928) 704-2500		

# School Year Calendar

## BCSD School Year 2025-2026 Calendar

ADOPTED 2/20/2025

<p>4, Holiday, Independence Day 7-10 &amp; 14-17 KinderCamp 16-18, NEW Teachers' Induction 21-25, All Teachers' PD Day 28, First Day of School</p>	<p><b>July</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><th>S</th><th>M</th><th>Tu</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td><td></td><td></td></tr> </table>	S	M	Tu	W	Th	F	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			<p>1-2, Winter Break 5, First Day of 2nd Semester 9, Teacher PD Day 19, Holiday, Civil Rights Day 23, Quarterly Planning Day 4 hrs</p>	<p><b>January</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><th>S</th><th>M</th><th>Tu</th><th>W</th><th>Th</th><th>F</th><th>S</th></tr> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>31</td></tr> </table>	S	M	Tu	W	Th	F	S					1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	<p>S4/T9</p>	<p>S15/T16.5</p>														
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## Faculty and Staff

Teacher	Subject/Grade	Room Number	Teacher	Subject/Grade	Room Number
Ms. Ybanez	Art	500	Open	Nutrition/Health	404
Ms. Edge	Music	204	Mr. Fabre	Physical Education/Health	202
Open	Behavior Resource Center	401	Mr. Reinhardt	Physical Education/Health	203
Ms. Walters	Language Arts/SpEd	103	Open	Science	303
Mr. Schnabel	Title I - Language Arts	504	Mr. Sinco	Science	304
Mr. Alibugha	Language Arts	404	Mrs. McCune	Science	302
Mrs. Diamanallo	Language Arts	502	Ms. Bravo	Science	301
Mrs. Moletin	Language Arts	506	Dr. Blevins	Social Studies	310
Mrs. Rojas	Language Arts	502	Mr. Bohlen	Social Studies	305
Ms. Salazar	Math	403	Ms. Garcia	Social Studies	309
Ms. Blakely	Title Math	406	Ms. Salise	CTE- Creative Writing	401
Mr. West	Math	405			305
Mrs. Espinosa	Math	408	Mr. Price	Social Studies	307
Ms. Arhin	Math/Sp. Ed.	104	Open	SPED Self-Cont.	105
Mr. Baafi	Math	407	Mrs. Torres	Tech	400

### Office Administration and Support Staff

Staff	Title	Staff	Title
Mrs. Vogt	Principal	Kory Burgess	Assistant Principal
Ms. Beck	Secretary	Mr. Schnabel	Athletic Director
Ms. Baudouine	Health Attendant	Mrs. Hage	Instructional Coach
Mr. Fitzgerald	Attendance Clerk	Ms. Avitia Mojica	Head Custodian
Open	SRO	Ms. Mackabee	Counselor

Parents may call the front office to leave a message for any staff member. If the staff member is unable to respond, the request will be forwarded to someone who can help. The Principal and Assistant Principal are happy to meet with any parent/guardian. Please make an appointment, as the majority of their time will be spent in classrooms.

#### District Office Information

Bullhead City School District #15  
 1004 Hancock Road Suite #100  
 Bullhead City, Arizona 86442  
 Telephone: 928-758-3961

***Note: All policies listed in this handbook are subject to change by the Bullhead City School District Governing Board or school administrative action. Announcements of such changes will be issued.***



## Fox Creek Junior High School

3101 Desert Sky Blvd.  
Bullhead City, AZ 86442  
Phone: (928) 704-2500  
Fax: (928) 704-2504

Julie Vogt Principal

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Dear Students, Parents, and Guardians,

Thank you for taking the time to read through this student handbook with your child. During the first week of school, every student will have received extensive instructions in regards to the rules, policies, and protocols of both the Bullhead City School District and Fox Creek Junior High School. This revised student handbook has been approved by the BCSD #15 Governing Board and was an active collaboration with various community stakeholders. As an active participant in your child's education, I encourage you to ask questions and request clarification regarding any of the policies contained in the student handbook. Please remember that issues regarding governing board regulations and policies, along with the Arizona Revised Statutes, fall within the scope and authority of the district and cannot be altered by our site. However, we would be more than happy to answer any questions you may have regarding the contents of the Fox Creek Student Handbook.

Your signature, and your child's signature, indicates that you have had sufficient time to review the policies and procedures outlined in the Fox Creek Student Handbook. It does not necessarily indicate that you are in complete agreement with the contents or policies.

Professional Regards

Julie Vogt, Principal

# Student and Parent/Guardian Attestation

## (Must Be Signed and Returned)

My signature below indicates that I have received, and reviewed, the Fox Creek Student Handbook with my child.

I understand that the handbook contains information that my child and I may need during the 2024-2025 school year.

I understand that all students will be held accountable for their academic performance, behavior, and be subject to the progressive disciplinary actions and consequences outlined in the Fox Creek Student Handbook.

If I have any questions regarding this handbook, or the student behavioral and academic requirements, I may direct those questions to site administration at any time

- Ms. Julie Vogt, Principal: [jvogt@bcsc15.org](mailto:jvogt@bcsc15.org)

I may also contact Fox Creek Junior High School administration, via telephone, at (928) 704-2500.

(Student Name Printed)

(Student Signature)

(Date)

(Parent Name Printed)

(Parent Signature)

(Date)