

# ***STUDENT HANDBOOK***

**2024 – 2025**



**Edge High School – Himmel Park  
Edge High School – Northwest**



***The Edge School, Inc.***

**ADMINISTRATION OFFICE AND STAFF  
2555 East First Street, Tucson, AZ 85716  
Phone (520) 881--1389 • Fax (520) 881-0852**

**Rob Pecharich, Executive Director and District Principal  
Dave Thatcher, Principal of Edge Northwest  
Anne Ortiz, Finance and Human Resource Director**

Daryl Wieneke, Registrar  
Jan Marshall, Office Associate  
Carla Rivera, Dean of Students at Himmel Park  
Greg Cooper, Grad Rate Specialist at Edge Northwest  
Lo Sanders, School Counselor

**THE EDGE SCHOOL, INC. GOVERNING BOARD MEMBERS**

Brittany Battle (President), Program manager at Social Venture Partners Tucson  
Steve Witthoef (Vice President), Retired business leader and consultant  
Melanie Carvalho (Secretary), Photographer and educator  
Cheryl Spatz, Project Engineer at Psomas  
Reginald Laister, Business Development Mgr. at Southern Arizona Association for the Visually Impaired  
Melanie Carvalho, Photographer, Retired Teacher, Public Relations Specialist  
Delvyn Crawford, House Parent at Gap Ministries  
Terry Filipowicz, Pima Community College Instructional Faculty at Pima Community College  
Ramon (Ray) Rico, Community Relations at Truly Nolen Pest Control

*Edited June 27, 2024 (Subject to Revision)*

## TABLE OF CONTENTS

I.	Mission, Vision, Core Principles.....	3
	Historical Perspective .....	4
	Student Eligibility .....	4
	Waiting List .....	4
	Academic Assessment .....	4
	Academic Program .....	5
	Credit Earning.....	5
	Educational Component.....	6
	Student Services.....	6
II.	Course Offerings and Requirements for Graduation.....	6
	Graduation/Competency Test.....	6-7
III.	Policies and Procedures.....	7-20
	Academic Integrity Policy	Immunizations
	Academic, Attendance and Behavioral Probation	Leaving Campus/Ditching
	Animals	Leaving the Classroom
	Appointments	Parents/Legal Guardians
	Attendance	Phone Calls
	Audio Materials	Physical Education
	Cell Phones and Other Electronic Devices	School Records/Student Directory (FERPA)
	Classroom Rules	School Supplies
	College Bridge Program	School Work
	Computers/Internet Use	Search
	Disruptive Behavior- Disruptive Behavior Policy	Senior Meetings
	Dress Code Policy	Smoking/Tobacco Use
	Drug/Alcohol Policy	Special Services
	Educational Rights of children and Youth	Student Council
	Experiencing Homelessness	Student ID Card
	Elementary and Secondary Education Act (ESEA)	Student Service Learning
	English Language Learners	Student Violence/Harassment/Intimidation/Bullying
	Extended Time	Suspension and Expulsion
	Field Trips	Tardies
	Gang Related Activity/Illegal	Theft
	Organizations/Discriminatory Activity	Title I
	Gifted Program	Transcripts
	Grade Reports	Transfer to Other Schools
	Graffiti/Vandalism	Transportation
	Grievance Procedure	Visitors
	Harassment	Vocational Experience
	Hearing and Vision Screenings	Weapons, Threats and Violence
	Homeless Students	Weather Emergency
	Homework	Withdrawal/Transfer
IV.	Attendance Policy.....	20-21
V.	Summary of Edge High School’s Child Find Procedures.....	21
VI.	Notification of Rights under FERPA.....	22-23
VII.	Edge High School Student Conduct Matrix.....	24-28
VIII.	Classroom Locations, Hours and Bell Schedule.....	29
IX.	School Calendar-Himmel Park and Northwest.....	30

## MISSION

The PCAE-Edge Program's mission is to provide an alternative to traditional education for youth who have dropped out of the public school system or are at risk of doing so, and are seeking educational services along with counseling support in order to complete their secondary education.

## VISION

**Success for every student, every day!**

## CORE PRINCIPLES

*Respect, Choic, Responsibility, Service, Joy, and High Expectations* are core principles of the culture of our school.

**Respect:** You should treat others the way you would like to be treated yourself. At Edge, everyone is treated with respect. Each of our schools is designed to be a safe place where students can come to learn and grow in an environment that promotes dignity and kindness. The Edge staff is committed to this attitude, and we expect our students to treat the staff, fellow students, and anyone who passes through our doors with respect.

**Choice:** You must choose to participate in the Edge educational program. It is not your parents/guardians, or friends, or probation officer's choice. You commit to this choice when you sign the Learning Contract as part of the registration packet. This contract outlines the services we will provide and the responsibilities and conditions you must follow in exchange for them.

**Responsibility:** An equally important principle upon which the school has been founded is personal responsibility. You are responsible for your own learning. No one else can learn for you. Edge gives you the responsibility to make other important decisions for yourself. You, along with your instructor, select the kinds of materials and learning tools (on-line curriculum or textbook based curriculum, workbooks, videos, etc.) you want to use to help you learn.

**Service:** This handbook is designed to help you achieve and enjoy a quality education by explaining our services to you and your parents/legal guardians, and to clearly present the policies and procedures for student behavior. The policies and procedures are intended to help create a positive and safe learning environment. You and your parents/legal guardians are encouraged to read the entire handbook and keep it as a reference. Edge is here to provide you with the services you need to be successful in accomplishing your goals. In turn, we offer our students a chance to participate in service learning, providing a way in which they can each give back to the community.

**Joy:** Merriam Webster defined joy as: "The emotion of great happiness caused by something good or satisfying." At Edge, you will be provided opportunities to stretch your mind, engage in new experiences, and find your voice. Know that everything you do here at Edge is working towards building your skills and confidence to be successful, while at Edge and after leaving Edge. Give joy a chance!

**High Expectations: Success** is accomplished when we each maintain a high level of expectation. We expect each enrolled student to perform to the best of his/her ability, to always display appropriate behavior, and to strive for high educational goals by having 100% attendance. Expect the best from yourself and others will, too. Best wishes from all of us at Edge High School for a successful school year!

## **HISTORICAL PERSPECTIVE**

The Edge Program began as a special, grant-funded project of Pima County Adult Education (PCAE) in 1985 to serve youth ages 14-21 who had dropped out of school or were at risk of doing so. Because of the Edge Program's tremendous success, the U.S. Department of Education gave PCAE a grant for the 1987 fiscal year to replicate the Edge Program with its basic skills curriculum in a local school district and in the local community college. The Edge Program was also replicated in the Dysart School District outside of Phoenix, Arizona, in 1988, and in the Florence School District, Florence, Arizona, 1990. In 1992, Edge continued to expand and was established on the Pascua Yaqui Reservation with two special grants from the Arizona Department of Education and the Governor's Office. With a grant from the Arizona Department of Education/Job Training Partnership Act in 1993, the Edge Program established a site at Pima Community College in partnership with Tucson Unified School District and the College. This school targeted students who had dropped out and wanted to return to high school and/or continue with their education at the college level.

In the spring of 1995, the Edge Program applied for and received Charter School status as described by Arizona Revised Statute 15181. In doing so, it took on a new name, PCAE-Edge Charter School, and became one of the first charter schools in Arizona. Approximately two years later, on July 1, 1997, Edge separated from its parent agency, PCAE. It maintained its status as a charter school and became an independent, non-profit corporation, The Edge School, Incorporated. In June 2006, Edge's Board of Directors approved the name Edge High School.

Currently, Edge has two campuses. The main campus is at 2555 East First Street, Tucson, AZ. Edge also operates a campus located on the northwest side of Tucson near Oracle and Ina, at 231 W. Giaconda Way, Suite 113, Tucson, AZ. Edge is a school for youth who are ready to take charge of their own learning. Edge helps students to accomplish their goals by providing an individualized, self-paced learning program in a safe environment. The Edge School, Inc. does not discriminate based on race, color, religion, national origin, marital status, sex, sexual orientation, gender identity, or disability.

## **STUDENT ELIGIBILITY**

Students are eligible to attend Edge High School if they meet the following criteria:

- Are at least 16 years old (or are at least 14 years old and have graduated from the 8th grade)
- Are under 22 years old
- provide the following documentation:
  - Transcript(s) from any other high school(s) attended (transcript information shall only be used to determine an appropriate program for Student and shall not be used as a basis to refuse enrollment)
  - Copy of birth certificate or other reliable proof of Student's identity and age (such as a baptismal certificate, application for a social security number, original school registration records) and an affidavit explaining the inability to provide a copy of the birth certificate
  - Immunization records from birth (immunizations must be up to date)
  - Completed registration packet forms with proof of Arizona residency attached (see form in packet)
  - Most recent State Assessment scores
  - Copies of any discipline records indicating the student has been expelled by any other school or education institutions or is being expelled (Student admission is conditional on review of discipline records related to expulsion). If receipt of those records is delayed, Edge reserves the right to reconsider the student's enrollment status should such records reveal a student has been or is being expelled.

## **WAITING LIST**

Edge may have a waiting list for each session/site. Students are placed on the waiting list on a first-registered, first-served basis and depending on course availability. It is important to complete the registration process to secure a spot on the waiting list(s). For details on registration, see the registration packet. Students will be contacted as space becomes available.

## **ACADEMIC ASSESSMENT**

Every new student is asked to take a placement test in reading and in math after enrolling. The tests are used for diagnostic purposes to detect areas of skill deficiency as it relates to mastery of standards. These scores are used by teachers to prescribe skills remediation if necessary. In addition, all students are asked to take End Of Course Assessments as they complete English and Math courses. Both the placement tests and the End Of Course Assessments are taken on-line in Galileo.

## **ACADEMIC INTERVENTIONS**

## CREDIT EARNING

Credit is earned very differently at Edge than at a traditional district school. At Edge students do not earn credit just because it is the end of the quarter or end of the semester. Students only earn credit when they can demonstrate mastery on every assignment with at least a 70%. That means an assignment is not complete unless a student has earned a 70% or better. If a student submits work that is less than 70% the teacher will reteach material that a student may not have understood, ask the student to make edits to the assignment, and if necessary, schedule 1on1 time with the student to provide additional support and instruction. In general, students are expected to complete their core courses within 8-12 weeks (about 3 months). To complete courses within 8-12 weeks (about 3 months), students must:

- Maintain consistent attendance
- Dedicate 5-7 hours a week to homework
- Voluntarily stay after school to work with a teacher

### 7 Easy Steps For Successful Credit Earning

1. **Have good attendance.** Attending classes every day is positively correlated with good credit earning. Students cannot earn credit if they are not participating in classes every day and making progress on their coursework.
2. **Know the pace to work at.** To earn a year's worth of credit at Edge you need to complete courses in 8-12 weeks on average. If a student needs credit recovery, they need to complete courses in less time. In general, students are expected to complete 1 lesson per class per day in Edge's online curriculum. Knowing the pace to work at helps students manage their time in class and avoid distractions.
3. **Meet daily goals!** Once you know the pace you should be working at, you can use that knowledge to avoid distractions in class. Simply by knowing the goal, you are less likely to choose to engage in thoughts or actions that might make it difficult to complete the goal.
4. **Be accountable when daily goals are not met.** You are human which means you will have good days and bad days. Somedays lessons might be particularly challenging. Somedays you may not have slept well. On these days you may not always complete 1 lesson per class per day. However, the trick to doing well in a self-paced school is to hold yourself accountable on the off days where you don't complete 1 lesson by the end of class. You can hold yourself accountable by either voluntarily staying after school until the lesson is completed or by making sure you complete the lesson from home before the next school day.
5. **Don't view your school day as simply 4 periods.** To recover credit or accelerate your learning, you are occasionally going to need to put in more than 4 periods of schoolwork. Be proactive and schedule a few extra hours a week outside of your class time to work on schoolwork.
6. **Make the most use of your teacher!** Frequently ask your teacher for help. Even when you don't necessarily think you need it, check in with them on your progress and pacing. Edge's entire instructional model is built around creating ample opportunities for one-on-one instruction. Teachers are also available by appointment only outside of the class period. Don't hesitate to schedule extra time with them if you need it.
7. **Consider taking advantage of ways you can earn independent credit outside of your school day.** Edge provides numerous pathways for students to earn physical education, vocational, and elective credit independently. \*Students and support persons should connect with your school's guidance counselor or principal for more information.

## ACADEMIC INTERVENTIONS

### Core Course Progress

At Edge, students are typically assigned three core subject classes at a time. These courses are designed to be equivalent to semester long courses at a traditional school. However, in Edge's self-paced instructional model that utilizes on-line curriculum, students are expected to complete their three core classes in 8-12 weeks. To do so, it is imperative that students maintain consistent attendance and maximize their time in class. Students must complete at least one lesson in each subject every 1-2 class periods. On days a student is unable to complete a lesson in class they are expected to hold themselves accountable by either voluntarily staying after school until the lesson is complete or by completing the lesson from home before the next school day.

Learning to work at this pace can be difficult for new students. As such, Edge teachers and staff invest time and support to help students set goals and monitor their own progress. In addition, when a student falls behind the pace they should be working at a series of consequences and interventions are initiated. Below is a list of consequences and interventions that as well as when they are initiated.

Four weeks after starting a course, students should be at least 33% done with the course. If after 4 weeks a student is less than 33% complete with the course, the following consequences and interventions are instituted:

- Teacher and student meet to create a plan to get caught up including weekly goals.
- The student is required to complete guided notes for each lesson.

Students are expected to complete at least 66% of their course within eight weeks after starting the course. If after 8 weeks a student is less than 66% complete with the course, the following consequences and interventions are instituted:

- A meeting with parent/guardian/support person is held to create a plan of support.
- The student is assigned a longer school day schedule until they are caught up.
- The student is assigned mandatory homework.
- The student is required to schedule after school tutoring with their teacher.

Students are expected to complete 100% of their course within twelve weeks after starting the course. If after 12 weeks a student has not completed their course, the following consequences and interventions are instituted:

- A meeting with parent/guardian/support person is held to create a plan of support.
- The student is assigned a longer day and tasked with scheduling after school tutoring with the teacher.
- The student is assigned mandatory homework.
- The student is placed on Academic Probation for the rest of the school year.
- If the course is not completed by the end of the school year, the student must enroll in summer school and complete it. Failure to do will result in the student having to take class again the following year or not being able to return to school for failure to comply with the terms of Academic Probation.

### **Progress In IXL**

Edge utilizes a web-based program called IXL as supplemental curriculum to individualize instruction and support to help students build their grade level skills in ELA and Math. Students are expected to spend 10 minutes a day in the math or ELA class working on IXL. Additionally, some students who need more support in math or ELA may be assigned an additional class period where they spend the entire class period in IXL building their skills. Students are expected to complete 4 skills in IXL each week. The following consequences and interventions will be implemented if a student does not complete the required number of skills for two consecutive weeks.

- Teacher and student meet to create a plan and timeline for catching up on skills they did not complete.
- The student is not able to have quizzes in their core math or ELA course unlocked until they complete the required number of skills in IXL.

If the student again fails to complete the required number of skills in IXL for any subsequent week, the following consequences and interventions will be implemented:

- A meeting with the parent/guardian/support person is held to create a plan for catching up.
- The student is not permitted to have quizzes unlocked in their core math or ELA course until they complete the required number of skills to be caught up.
- The student is scheduled for after school tutoring with the teacher.
- The student is assigned mandatory homework.

If the student continues to fail to complete 4 skills a week in IXL for any subsequent week, the following consequences and interventions will be implemented.

- A meeting with parent/guardian/support person is held
- The student faces possible out of school suspension for failure to comply with interventions.
- The student is assigned a longer school day and is assigned mandatory homework.
- The student is not eligible to attend field trips or clubs.

### EDUCATIONAL COMPONENT

Edge offers a high school diploma through individual units of high school courses. Edge also offers basic courses to students who need to bring their skills to a high school level. Because Edge is **Cognia accredited**, credits earned at Edge are transferable to other high schools according to their individual policies. Edge utilizes an on-line curriculum built upon short direct instructional videos taught by content area experts. Edge content area teachers and teaching assistants provide 1on1 in-person instruction and support to students.

### STUDENT SERVICES

Edge High School provides student services for its students, along with courses available on Life Skills and Employability Skills. Administrators are available to evaluate transcripts, provide Orientation information, place students in academic programs, facilitate goal setting, and help students with problems or minor issues. Referrals to community resources for individual, group, and family counseling, mediation, and crisis intervention services are also available to Edge students upon request or as needed. The student service component will provide a transition for students bound for vocational, post-secondary academic schooling, or the military, and give direction to those seeking employment. Edge offers follow-up student services to alumni after the student has completed high school.

### COURSE OFFERINGS AND REQUIREMENTS FOR GRADUATION

COURSE CATALOG: A list of courses and course descriptions is available in the Edge Course Catalog.

<b>GRADUATION REQUIREMENTS</b>	
<b>Subject</b>	<b>Number of credits needed for graduation</b>
<b>2013 Cohort and After</b>	
English	4.0
Math	4.0
Science	3.0
World History	1.0
US/AZ Government	0.5
US History	1.0
Economics	0.5
Health	0.5
Physical Education	1.0
Art/Vocational	1.0
Student Service Learning	0.5
Electives	5.0
<b>Total Graduation Credits</b>	<b>22.0</b>

**GRADUATION/COMPETENCY TEST:** In order to receive a high school diploma from Edge High School, students must earn all 22 credits as required above, with a 70% or better as a final grade. The Arizona Department of Education has mandated that “starting with the class of 2017, all students must pass a Civics test based on the 100 questions from

Naturalization Study Guide. Students can take the test anytime, as many times as they need, but must pass to graduate. There is not an option for parents to opt-out. It is not a State Assessment but a Graduation Requirement.”

Additionally, the Arizona Department of Education, pursuant to SB1137 requires all public schools to provide at least one CPR training to students. Edge High School requires completion of the CPR training as a graduation requirement.

**Equation for College Credit Translation**

<u>College Credits</u>	<u>Edge Credits</u>
1	.25
2	.25
3	.50
4	.75
8	1.50
12	2.25
16	2.50

**POLICIES AND PROCEDURES  
EDGE HIGH SCHOOL**

For parents, legal guardians, students, and prospective students:  
Carefully review the Edge policies and procedures. The policies may be different from those found in a traditional high school. Parents, support persons and students should also review the [Arizona Statutory Handbook of Parent Rights](#) located on the Edge website under Current Students – Support Person Resources.

**Note:** Individual Edge campuses may adjust curriculum and policies as applicable to each campus. effect and discipline may be imposed because of conduct that occurs:

- During regular school hours, including before and after each session
- During school-sponsored events
- During field trips
- At times and places where school staff has jurisdiction over students
- When students are on school property – which includes immediate perimeter of the building, sidewalks and parking lot
- Immediately before or after school sessions or when a student is travelling to or from school
- Away from school when such conduct has a detrimental effect on other students or on the orderly education process, is directly related to prior violations at school, threatens to produce further violations at school, or otherwise has a nexus to school.



## What rights do Edge students have?

An Edge student has the right to:

- Be treated with respect by school staff and other students, and the right to let Edge staff know about persons who show disrespect
- An education without undue interruption, disruption, or fear
- A quality education
- Clear guidelines concerning rights
- Clear guidelines regarding the student's responsibility to know the consequences for misconduct
- Privacy and safeguards of confidentiality dealing with student records
- Freedom of speech and symbolic expression, within the guidelines and policies of the school (this does not include inflammatory, disruptive, lewd, or abusive dress, speech, behavior, or publication)
- Appeal a disciplinary action that results in suspension or expulsion following successful completion of the orientation
- Full access of opportunities within the educational environment without discrimination based on gender, sexual orientation, religious beliefs, ethnic background, nationality or disability.

## ACADEMIC INTEGRITY POLICY

Edge students will adhere to the academic integrity policy outlined below. Any violation of this policy will result in disciplinary action including suspension and course resets.

### ACADEMIC INTEGRITY STUDENT CODE OF CONDUCT

The following statements of action constitute the Student Code of Conduct Policy. These policies are in place to guarantee that Edge is a wonderful place for all students to learn.

- I will seek to learn rather than just get assignments done.
- I will contribute to a positive and fun learning environment, knowing that what I share and how I participate in class affects my classmates; learning experience.
- I will only take credit for work that is mine and mine alone.
- I will use the online systems respectfully and appropriately, knowing they are shared among all my classmates.

### CORE VALUES OF ACADEMIC INTEGRITY

Students must act in accordance with the five fundamental values of academic integrity: Honesty, Trust, Fairness, Respect, and Responsibility

### PLAGIARISM AND CHEATING

Plagiarism is copying or using ideas or words from another person or source, such as the internet or print source, and passing it off as your own. When in doubt, be sure to cite your source. Your Edge teachers and Edgenuity's Concept Coaches can help you with proper citing of sources, so be sure to enlist their help! Please be aware that all teachers use technologies to check student work for authenticity. If a teacher confirms a student has plagiarized work, they will be subject to consequences determined by Edge Administration. Copying from another student, typing test questions into a search engine, and using AL (Artificial Intelligence) to find answers or author an essay, are all forms of cheating. Cheating on assessments or assignments is subject to serious academic penalties.

**ACADEMIC PROBATION:** Students may be placed on probation for poor performance in academics, attendance, or behavior.

Students who continuously struggle to meet their academic progress goals despite multiple interventions may be placed on academic probation. A student on academic probation will be closely monitored on a two-week goal setting plan in each core subject area. During academic probation interventions including extended learning time, after school tutoring, and mandatory homework may be utilized to support the student in meeting their goals. Progress towards the two-week plan

will be reviewed at the conclusion of the two-week period by the Administration. Students who do not keep pace with the plan may result in a recommendation of another school or expulsion.

Other types of probation:

#### ATTENDANCE PROBATION

Students who have excessive absences may be placed on attendance probation. Students placed on attendance probation will be expected to have perfect attendance and no *tardies* for the two-week probationary period. Violation of this expectation may result in an in-school suspension, a recommendation of another school, or expulsion.

#### BEHAVIORAL PROBATION

Students with frequent or excessive behavior write ups from teachers may be placed on behavioral probation. A student on probation will be expected to be a productive citizen of the school and not accumulate behavioral notes from any staff member for two weeks. Failure to comply with school rules during behavioral probation may result in an in-school suspension, a recommendation of another school, or expulsion.

Parents/Legal Guardians of students will be notified when their student is placed on probation. Violation of probation will result in a parent/legal guardian meeting, to discuss the student's status at the school.

**ANIMALS:** Animals, other than service animals, are not allowed on campus.

**APPOINTMENTS:** Students must provide advanced notice of any appointments that will result in time out of class. Parental/Legal Guardian permission is required for any minor student who wants to leave school early or miss time from class. Every effort should be made to schedule appointments outside of regular school attendance hours. If a student must miss school, he/she is expected to schedule time with Administration to come in before or after their school day session to work on schoolwork they missed. Students and parents/legal guardians are asked to *submit a written document for class time missed due to doctor or other appointments*.

**ATTENDANCE:** (Please see pages 20-21 for the Attendance Policy.)

**AUDIO MATERIALS:** The use of MP3 players and other audio devices is up to the discretion of the individual teacher. Audio systems in vehicles around the school must be maintained at low levels. This is in accordance with the city code and is an example of good citizenship.

**CELL PHONES AND OTHER ELECTRONIC DEVICES:** Cell phones are strictly prohibited in classrooms, restrooms, and hallways during the school day. Cell phones must be silenced and kept in pockets, backpacks, and purses. Smart watches must be silenced and not accessed other than to tell the time once school is in session. AirPods and headphones other than school issued headphones are also prohibited in classrooms, hallways, and restrooms during the school day.

The only times students are permitted to access their phones are:

- Before or after school
- During a structured class break with the permission of the teacher
- Students may use their phone in the administrative offices or counselor office with teacher approval for emergencies, communicating about transportation, or with their employer.

Consequences for violating the Cell Phone and Other Electronic Device policy include:

1<sup>st</sup> Violation=Student surrenders device to staff for the remainder of the school day.

2<sup>nd</sup> Violation=Student surrenders device to staff and support person must come pick up the device.

3<sup>rd</sup> Violation=Device required to be turned into the office at the start of the school day.

**CLASSROOM RULES:** Rules for classroom behavior are developed by each classroom teacher to maintain an orderly, comfortable learning environment and may vary between sites. Please ask your classroom teacher(s) or Administration to further explain the policies for the following items or issues:

- Eating/Drinking in class

- Classroom expectations
- Daily goal setting
- No use of music is permitted in the classroom, except for students with documented accommodation.

### **COLLEGE BRIDGE PROGRAM (see also Gifted Program/College Bridge Program)**

Edge's College Bridge program allows eligible students to take courses at Pima College or take CLEP tests at the University of Arizona **as available funding permits**. In approved situations, Edge pays the tuition and necessary textbook costs but not the cost of other course equipment or materials. Pima courses and CLEP tests must provide students with credits they need to graduate from high school. After the student, Administration, and teacher have identified a suitable course or test, the request is sent to the principal, for review. Upon approval, the Administrator will arrange to meet with the student to complete the necessary paperwork. Students must remain enrolled at Edge while the course/CLEP is being taken. Students who do not successfully complete the course or test are no longer eligible for the College Bridge Program.

An Edge student must meet the following criteria to be eligible for the College Bridge Program:

- Have attended Edge for at least one semester
- Have never had a serious violation of school policy
- Show evidence of having good study habits
- Be recommended for the program by an Edge teacher and an Administrator

**COMPUTERS/INTERNET USE:** Access to the Internet will enable you to explore thousands of libraries, databases, museums, and other repositories of information. The Internet is a collection of many interconnected computer networks that make it possible to access and exchange a wide variety of information quickly and easily.

However, there are some risks associated with the use of computer technology. You need to be aware that some material accessible via the Internet may contain items that are illegal, defamatory, inaccurate, obscene, or offensive. The Internet is an unregulated medium and there is no editorial control over information, images, and commentary. Remember, anyone can post anything; always question the accuracy, authority, or timeliness of the content. Edge aims to protect students from potential risks through filtering mechanisms on our computers and through the vigilance of our staff. We believe the benefits you gain from access to the Internet in the form of information resources and opportunities for collaboration outweigh these risks.

Students are responsible for appropriate behavior on school computers just as they are in the classroom. The use of a school computer is a privilege, not a right, and may be revoked if abused. ***Any student found to be in violation of Edge's Computer/Internet Use Policies shall be subject to disciplinary consequences, which may include loss of computer use privileges.***

- Students are prohibited from accessing or changing computer settings in any way
- Students who intentionally damage or physically abuse technology assets may be held liable for damages.
- Students may use the computers for school related work only
- Students will respect the privacy of others by not accessing private files
- Students may not use profane, obscene, lewd, defamatory, or abusive language
- Students may not send or display threatening, intimidating, hateful, lewd, or obscene messages or pictures
- Students may not modify or gain access to files, passwords, or data belonging to others
- Students may not post private or personal information about themselves or others
- Students may not take material created by others and present it as their own
- Students must respect and uphold copyright laws

Staff members may review network storage areas at any time. Staff members may review student files and communications to maintain system integrity and ensure that users are using the system responsibly. Students and families may be held liable for violations of the Internet use policy.

**DISRUPTIVE BEHAVIOR-DISRUPTIVE BEHAVIOR POLICY:** Edge High School provides a self-paced individualized instructional model. To allow all students to work to the best of their abilities, the school has created a **DISRUPTIVE BEHAVIOR POLICY** to which everyone must adhere. Examples of disruptive behavior which may lead to a disciplinary action are as follows:

1. A student is **talking excessively** when he/she is talking too much or too loudly after being asked to stop or is interfering with the learning process of others.
2. A student is exhibiting **off task** behavior when he/she is doing something other than an approved academic activity (e.g., drawing, doodling, sleeping, text messaging, or any other cell phone use, etc.), or is doing nothing at all.
3. **Disruptive, disrespectful, defiant or uncooperative behavior** is an attitude, a remark, a gesture, or an action by a student that is negative or offensive toward any other person. If a student uses profane or obscene language and/or gestures towards another person while in school or at a school function, he/she will be sent home and will not be allowed to return to class, until the parent/legal guardian and student meet with an administrator, and a decision concerning whether discipline should be imposed has been made.
4. A **wandering** student is a student who is out of his/her seat without staff permission and/or without an academic purpose, or one who repeatedly leaves the classroom.
5. **ALL public displays of affection** in the building, on campus, or at school functions are not allowed (e.g., hugging, kissing, etc.).

**DRESS CODE POLICY:** The Edge High School Dress Code celebrates individuality, creativity, and style as students are free to express themselves through clothing. However, the following are prohibited:

- Items that promote violence, gang affiliation, discrimination, or prejudice (i.e., racism, trans/homophobic, and sexism).
- Clothing, backpacks, and other accessories may not advertise, promote, or picture alcoholic beverages, illegal drugs, drug paraphernalia, violent behavior, or other inappropriate images.
- Hats, bandannas, sweatbands, hoods, other headgear, and sunglasses may not be worn in the building during the school day.
- Underwear and undergarments as outerwear.
- Items hanging out of pockets such as chains, bandannas, lanyards, shoelaces, etc.

Students in violation of the dress code will be given the opportunity to self-correct the violation or have a family member bring them clothing from home that adheres to the dress code. In instances where a dress code violation cannot easily be corrected by the student and a family member cannot bring them a change of clothing, Edge will make available an assortment of clothing options for the student to access. If a student refuses to comply with the dress code, the support person will be contacted, and the student will be sent home for the day.

**DRUG/ALCOHOL POLICY:** If Edge staff has cause to believe that a student is under the influence of drugs or alcohol while at school or before or after class sessions, the student will not be permitted to attend class and faces suspension or expulsion. If the student is a minor (under 18 years old), a parent/legal guardian will be contacted. If a student is suspected of having anything to do with providing, dealing, purchasing, or using drugs at school or before or after class sessions, he/she will meet with an Administrator and a search may be made (see search procedure-page 16). A parent/legal guardian will be notified, and the student will be sent home for the day. In addition, if a student is caught selling, buying, or providing drugs or illegal substances while at school or before or after class sessions, he/she faces expulsion, and the police will be notified.

Pursuant to the Safe and Drug Free Schools and Communities Act, Edge does not tolerate use or possession of drugs at school or during any school sponsored activity, even by students who are medicinal marijuana cardholders under state law.

## **EDUCATIONAL RIGHTS OF CHILDREN AND YOUTH EXPERIENCING HOMELESSNESS**

**Children and youth experiencing homelessness have the following rights:**

- Go to school, no matter where they live or how long they have lived there
- Continue in the school they last attended before becoming homeless or the school they last attended, if that is the parent's or legal guardian's choice and is feasible

- Receive transportation to the school they last attended before their family became homeless or the school they last attended, if a parent or legal guardian requests such transportation
- Attend school and participate in school programs with children who are not homeless
- Enroll in school without giving a permanent address
- Enroll and attend classes while the school arranges for the transfer of school and immunization records or any other documents required for enrollment
- Receive the same special programs and services, if needed, as provided to all other children served in these programs
- Receive transportation to school and to school programs comparable to that provided to children who are not homeless

These rights are established under the McKinney-Vento Homeless Assistance Act. This act is the primary piece of federal legislation dealing with the education of children and youth experiencing homelessness in U.S. public schools. It was reauthorized as Title X, part C, of the No Child Left Behind Act in January 2002. To qualify for these rights, children and youth must be considered homeless according to the McKinney-Vento definition of homelessness.

**ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA):** ESEA has been reauthorized several times, the most recent in December 2015 as **Every Student Succeeds Act (ESSA)** (it was formerly NCLB-No Child Left Behind). The purpose of ESEA is to provide assessments of student academic performance in the discrete skill areas of English, Language, and Math. The law requires all teachers to be highly qualified in instruction. Parents/Legal Guardians may review teachers' resumé's, certifications, and qualifications upon request. This information is available at the Himmel Park Edge location. Parents/Legal Guardians will be notified if a teacher is not considered highly qualified in a subject area. ESEA also requires, in certain circumstances, the provision of tutoring and transfer options for students attending underperforming schools. Each Edge site will have an ESEA Planning Committee composed of parents/legal guardians, teachers, and community members who will participate in ESEA planning and activities. Parents/Legal Guardians interested in participating are encouraged to contact the principal.

**ENGLISH LANGUAGE LEARNERS (ELL):** Edge High School follows established procedures for English Language Learner programs. All classes are English Language Classrooms, with students' programs of instruction based on standardized assessments, demonstration of skills, and other factors (such as special education needs). The Edge registration packet includes the Home Language Survey. Students whose answer to the question on the Home Language Survey is other than English will be assessed in accordance with state and federal law to determine need for ELL services.

**EXTENDED TIME:** The normal school day is four hours long. Students with significant credit deficiencies of a year or more will be scheduled for a longer school day (extended time) to assist with credit recovery. Once a student is caught up on credit the extended day schedule may be removed. When space and teacher capacity permit, students may voluntarily ask to be scheduled to an extended time schedule. Extended day schedules may also be utilized as a short-term intervention for students with significant skill deficiencies and students who have significant credit deficiencies in math and/or ELA.

**FIELD TRIPS:** Unless previously arranged with school and parent/legal guardian, students attending field trips must abide by all Edge Policies and must depart from and return to Edge, using school-approved transportation (school bus or public transportation).

**GANG RELATED ACTIVITY/ILLEGAL ORGANIZATIONS/DISCRIMINATORY ACTIVITY:** Edge High School has a zero-tolerance policy towards gang related activity, discriminatory behavior, and/or involvement with illegal organizations. Violence, threats, intimidation, and disrespect will not be tolerated on or near the Edge campus. These activities will result in suspension or expulsion, and the police will be notified.

## **GIFTED PROGRAM:**

### **Definition of Gifted Child**

"Gifted child" means a child who is of lawful school age who due to superior intellect or advanced learning ability, or both, is not afforded an opportunity for otherwise attainable progress and development in regular classroom instruction and who needs special instruction or special ancillary services, or both, to achieve at levels commensurate with his intellect and ability. (A.R.S. 15-761.7)

## **Criteria for Gifted Referral**

All Edge students are eligible to test for the gifted program unless parents have waived that option as part of the registration packet. Forms and letters will be available in English; translation services or translated print materials will be made available for parents or legal guardians whose primary language is other than English.

## **Services mandated for Gifted Students by the State of Arizona**

*The governing board of each school district shall provide special education to Gifted pupils identified as provided in section 15-770. Special education for gifted pupils shall only include expanding academic course offerings and supplemental services as may be required to provide an educational program, which is commensurate with the academic abilities and potentials of the gifted pupil.*

## **Services Available from Edge High School**

A copy of the Gifted Program *Scope and Sequence* will be available at each of Edge High School's sites. On request, a duplicate of those pages related to program options and testing services will be supplied to parents/legal guardians. Available services include Multi-age Classrooms, accelerated pacing, Independent Study, Mentoring, and Gifted Program/ College Bridge. To receive gifted services, students must show proof of giftedness on transcripts or official school documents or have tested at the 97<sup>th</sup> percentile or better on one of the AZ State approved tests administered at Edge. Gifted testing is offered one time per semester.

**GRADE REPORTS:** At the end of each quarter of the school year or when a student leaves the program, a copy of the Report Card listing all subjects attempted and credits earned will be made available to the student's parents/legal guardians. Call the registrar at 881-1389 to obtain a copy of the Report Card. In the absence of extenuating circumstances, any disputes regarding grade or credits must be made within two (2) weeks of the issuance of the report card.

**GRAFFITI/VANDALISM:** Students shall not deface books, course materials, walls, desks, bathrooms, or other property. Graffiti and defacing of property will be reported to the police. Students suspected of defacing school property will be asked to clean up the property. Students who deface books, teaching materials, and/or school property or resources will be expected to pay for damaged property and may face suspension or expulsion.

**GRIEVANCE PROCEDURE:** When a student or parent/legal guardian is not satisfied with a discipline decision, he/she may make an appointment with the school Principal to review the case. The meeting will be scheduled as soon as possible, but no more than ten days after the request is made. If closure is not reached, a written request for a hearing may be submitted to both the District Principal and the Executive Director. A meeting with the District Principal and the Executive Director will be scheduled within ten days of the receipt of the written request. A final course of action, following all the preceding steps, is to submit a written request for a hearing with the Board of Directors. The request will be honored at the next regularly scheduled Board meeting.

**HARASSMENT:** Edge has a zero-tolerance policy toward any type of harassment, including sexual harassment, stalking, and hazing. Any incident of harassment will be grounds for suspension or expulsion, and the police will be contacted.

**HEARING AND VISION SCREENINGS:** Hearing and vision is important to your child's ability to learn and to make progress at school. Your child might have their hearing and vision screened for the following reasons:

- Student failed a previous hearing or vision screening,
- Student is new to Edge High School,
- Student receives special education services or
- A teacher refers a student for suspected hearing or vision problems.

If your child does fail the first screening, they will be re-screened. If the second screening is failed, you will be notified by a school representative.

**HOMELESS STUDENTS:** Homeless students are defined as follows: individuals who lack a fixed, regular, and adequate nighttime residence including students who are sharing the housing of other persons due to loss of housing, economic hardship, or similar reason; are living in hotels, motels, trailer parks, or camping grounds due to lack of alternative adequate accommodations; are abandoned in hospitals; are awaiting foster placement; students who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as regular sleeping accommodations for people; students who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or

similar settings; migratory students who qualify as homeless because the children are living in the circumstances described above.

- Homeless children and youth (HCY) who register to enroll at Edge High School are enrolled immediately. Edge eliminates barriers to the enrollment and retention of HCY as outlined below.
- Edge assists HCY and their parents/legal guardians in securing records including immunizations records, birth certificates, school records, and other required documents.
- Edge provides public bus passes for HCY.
- Students identified as homeless have access to all programs and services provided to non-homeless students. Further, HCY are not segregated physically or academically from their non-homeless peers.

**HOMEWORK:** For students enrolling at Edge for credit recovery or accelerated learning needs, regularly working on courses from home, after attending the regular school day, is essential. We recommend that students and their support persons dedicate 5-7 hours a week as scheduled homework time. Alternatively, if the home is not conducive to a quiet place for the student to work on homework, students are always welcome to voluntarily stay after school and work on their courses with their teachers.

**IMMUNIZATIONS:** Students may not enroll in Edge High School unless they have up to date shot records or documentation of exemption. Immunization records must show every dose the student has had since birth. The registrar will evaluate student immunization records and will notify students/parents/legal guardians when updating is necessary. \*Exemption waivers for those who don't believe in immunizations for religious reasons are available.

**LEAVING CAMPUS/DITCHING:** All Edge schools are closed campuses. Students are not allowed to leave campus during their attendance hours or when participating in extended tutoring or interventions. Leaving class without permission will result in an unexcused absence (see Attendance Policy for an explanation of an unexcused absence which is a condition for suspension). Minor students must have permission from parent/legal guardian to leave campus early.

**LEAVING THE CLASSROOM:** Only one student at a time is allowed out of a classroom. All students must sign out on the roster before leaving the classroom and they are required to have a hall pass.

**PARENTS/LEGAL GUARDIANS:** *Parents/Legal Guardians/Support Persons are encouraged* to participate in the educational process. The school will attempt to contact parents/legal guardians whenever necessary, and parents/legal guardians of minor students may contact the school at any time to discuss their child's status regarding credit, attendance, behavior, or other concerns. Parents or legal guardians of students over eighteen who live at home will continue to be contacted and receive student information in accordance with FERPA (Family Educational Rights and Privacy Act), unless the student requests in writing to remove individuals as contacts for release of information.

**PHONE CALLS:** Students may only use school phones with staff permission. *Parents/Legal Guardians/Support Persons wishing to contact their student should call the school.* Our office staff will make every effort to get the student to a phone as soon as possible.

**PHYSICAL EDUCATION:** Edge offers direct instruction in general physical education courses. These classes focus on physical fitness and expose students to a variety of team and individual sports. Edge regularly offers yoga classes as an alternative physical education course. Students may earn physical education or elective credit by pursuing independent PE options outside of the school day through local gyms, classes, clubs, and recreation sports. Seniors pursuing independent physical education to satisfy graduation requirements must submit documentation and have their hours verified by the first Friday in May.

## **SCHOOL RECORDS/STUDENT DIRECTORY:**

### **Family Educational Rights and Privacy Act (FERPA) Model Notice for Directory Information**

The *Family Educational Rights and Privacy Act (FERPA)*, a Federal Law, requires that **Edge**, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records.

However, **Edge** may disclose appropriately designated “directory information” without written consent, unless you have advised the district to the contrary in accordance with District procedures. The primary purpose of directory information is to allow Edge to include this type of information from your child’s education records in certain school publications. Examples include:

- A playbill, showing your student’s role in a drama production
- The annual yearbook
- Honor roll or other recognition lists
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members

Directory information, generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent’s prior written consent. Outside organizations include companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the *Elementary and Secondary Education Act of 1965* (ESEA) to provide military recruiters, upon request, with the following information – names, addresses and telephone listings – unless parents/legal guardians have advised the LEA that they do not want their student’s information disclosed without their prior written consent.<sup>1</sup>

If you do not want Edge to disclose directory information from your child’s education records without your prior written consent, you must notify the district in writing within 30 days (about 4 and a half weeks) of your child’s first day of attendance. Edge has designated the following information as directory information:

- |                    |   |
|--------------------|---|
| -Student’s name    | -Participation in officially recognized activities and sports |
| -Address           | -Weight and height of members of athletic teams               |
| -Telephone listing | -Degrees, honors, and awards received                         |

- |                          |  |
|--------------------------|--|
| Electronic mail address  | -The most recent educational agency or institution attended  |
| -Photograph              | -Student ID number, user ID, or, other unique personal identifier used to communicate in electronic systems that cannot be used to access education records without a PIN, password, etc. (A student’s SSN, in whole or in part, cannot be used for this purpose.) |
| -Date and place of birth |  |
| -Major field of study    |  |
| -Dates of attendance     |  |

1 These laws are: Section 9528 of the Elementary and Secondary Education Act (20 U.S.C. § 7908) and 10 U.S.C. § 503 (c).

**SCHOOL SUPPLIES:** Students supply their own notebook, pens, pencils, and paper. Edge does not supply these materials. If this represents a hardship, please talk to Administration about supplies.

**SCHOOL WORK:** Completed schoolwork is not returned to students. The student will receive a copy of any research paper (upon request), and the school will keep the original. All other schoolwork will be maintained by the teacher for one semester after credit is issued on the Report Card.

**SEARCH:** Searches of a student’s belongings, including clothing, are permissible under federal law if school personnel have a reasonable suspicion that the student possesses an item that is prohibited by Edge policies or the possession of which is unlawful. This includes possession of an illegal or dangerous item or substance. Two staff members will be present during any student search, unless exigent circumstances exist. The student may be asked to empty and fully pull-out pockets and remove shoes and socks, and otherwise cooperate with the search. Any backpack or handbag may be searched by emptying it in the student’s presence. If an item or substance that is illegal or dangerous is found, police will be called, and the parent/legal guardian will be notified. A student may be suspended or expelled if the search results in the discovery of an item that is illegal, dangerous, or the possession of which is prohibited by school policy. In any event, whenever a search has been conducted, the student’s parent/legal guardian will be notified within a reasonable amount of time after the search.

**SENIOR MEETINGS:** Students intending to graduate are required to participate in a senior meeting with the Administration. When a student has 16.5 credits, the Administration will schedule a graduation conference to develop a graduation completion plan. Parents/Legal Guardians of seniors are required to attend the meeting.



**SMOKING/TOBACCO USE:** No smoking, tobacco use, or possession of tobacco products are allowed on campus, or during any off-campus school activity. Edge also prohibits the use of electronic cigarettes. Campus includes the area immediately surrounding the building, including the sidewalks and parking lot. It is illegal for students under the age of eighteen to smoke or use tobacco products anywhere, including off campus.

**SPECIAL SERVICES:** Special services offered by Edge include annual hearing and vision screening; assessment and services required for students who are English language learners; individual education plans and special education programming for students eligible for services under IDEA (Individuals with Disability Education Act); and accommodation plans and services for students eligible under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act. Goals from previous IEP or Accommodation plans will be continued until Edge holds annual meetings. Please contact the Special Needs Coordinator at 881-1389, for comprehensive information about any of these services.

**STUDENT COUNCIL:** Edge students serving on the Student Council can play a leadership role in student activities, curriculum, providing input on policies and procedures, and organizing/implementing community service projects.

**STUDENT ID CARD:** Students are eligible for a Student ID Card for the current school year. The processing cost of a duplicate ID is \$5. See campus Administration.

**STUDENT SERVICE LEARNING:** Student Service-Learning activities promote student volunteerism and civic responsibility by providing opportunities for students to experience the responsibility and rewards of helping others in the community. Student Service Learning (SSL) is offered as an elective class or for core credit under the Art/Vocational category.

As a *graduation requirement*, students are required to complete a 15-hour community service project, at a local non-profit agency of their choosing. Also, students must give an oral presentation on the experience to a group of their peers and staff. In addition, students may continue to pursue community service for up to two credits of electives. The community service must be completed by the first Friday in May.

**STUDENT VIOLENCE / HARASSMENT / INTIMIDATION / BULLYING:** Edge High School does not tolerate bullying in any form. Edge High School shall thoroughly investigate each complaint of bullying and will take appropriate, timely, and responsive action.

**Definition of Bullying:** Bullying may occur, inside *or* outside of school, when a student or group of students engages in any form of behavior that includes such acts as intimidation and/or harassment that

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

**Types of Bullying:** Bullying can occur in different forms and may include:

- Derogatory comments, name-calling, or rumor spreading, either directly through another person or group or through cyber-bullying,
- social exclusion or ostracism,
- pushing, shoving, hitting, kicking, spitting, and
- damage to or theft of personal property.

Bullying is prohibited on school grounds, on school property, at school-sponsored events and activities and through electronic technology or communication.

**Reporting Bullying:** Any student who is being or has been bullied and any student or parent/legal guardian who suspects a student is being or has been bullied should notify a staff member and file a report with the Principal or Administration. A student's or parent's/legal guardian's report may be provided verbally or in writing. Forms are available at the Edge Administrative Offices or on the school website ([www.edgehighschool.org](http://www.edgehighschool.org)) for any student or parent/legal guardian who wants to submit a report of bullying in writing. A student's or parent's/legal guardian's verbal report will be documented in writing by the employee receiving the report.

Any staff member who becomes aware of or suspects that a student is being or has been bullied shall immediately notify the Principal or Administration. The staff member will enter a written report in the school's information system. A staff member who fails to report suspected incidents of bullying may face discipline pursuant to Edge's employment policies. Any suspected violation of the law will be reported to law enforcement. Any form of bullying that is also a "mandatory report" must be reported to law enforcement.

**Retaliation:** Retaliation directed toward a student or employee for the reporting of a case of bullying or a suspected case of bullying will not be tolerated. Students involved directly or indirectly in retaliation will be disciplined per policy.

**Investigating:** In investigating a report, the Principal or the Principal's designee will maintain confidentiality to the extent reasonably possible, subject to the restrictions pertaining to disclosure of personally identifiable student information established in the Family Educational Rights and Privacy Act (FERPA). In the event the district must report incidents to persons other than school officials or law enforcement, all individually identifiable information shall be redacted.

Should school officials determine that bullying has occurred, discipline will be administered pursuant to school policies and may result in suspension or expulsion. Disciplinary action may result in bullying which occurs outside of the school and the school day when such bullying results in a substantial physical, mental, or emotional negative effect on the victim while at school.

Should school officials determine that a student submitted an intentionally false report of bullying, discipline will be administered pursuant to school policies, and may include suspension or expulsion

Regardless of the investigation's outcome, the Principal or Administration will meet with the student who reported or was reported as being bullied, to review the investigation's findings. Additionally, the parent(s) or legal guardian(s) of the students involved will be informed of the findings.

Edge High School will ensure information related to bullying is disseminated to students, and parents/legal guardians. The information shall include Governing Board policy, incident reporting, support services (proactive and reactive), and student's rights. The dissemination of this information will occur during the first (1st) week of each school year and shall,

- be posted in each classroom and in common areas of the school
- be summarized in the student handbook and on the school website

In addition, this information shall be provided to any student who is an alleged victim of bullying.

If any student is physically harmed by an incident of bullying, or if such harm is threatened, school staff may contact emergency medical services or law enforcement, or both, or take other reasonable steps to protect the health and safety of all students.

**SUSPENSION AND EXPULSION:** Reasons that may result in a student being suspended or expelled include, but are not limited to, any of the following:

- Loud noise and/or music in or around the school facility
- Using, providing, purchasing, possession of, or selling drugs or illegal substances
- Violent behavior or threats of violent behavior, or bullying
- Involvement with gang activity, illegal organizations, or discriminatory activity
- Reckless behavior with a car, including driving too fast around campus or at school functions
- Cheating, plagiarism, or forgery
- Absences/tardies (see pages 19, 20-21)
- Disruptive behavior (see page 10)
- Tobacco use or possession of tobacco products (including electronic cigarettes) on campus, or any

- observed tobacco use by students under the age of 18
- Refusal to work as directed by Edge staff
- Carrying a gun or other weapon on campus results in **EXPULSION** as required by law
- Misconduct away from school that has a detrimental effect on other students or on the orderly education process when the misconduct is directly connected to prior violations at school or is reasonably likely to produce further violations at school or is reasonably likely to create a substantial disruption at school
- Violation of law, violation of a school or classroom policy or rule, or violation of a provision of this Handbook

A student's attempt to engage in misconduct, whether successfully completed, or a student's agreement with

another person to engage in misconduct, may result in discipline as if the conduct was completed.

If a student is suspended from Edge High School, he/she will be eligible to return at the end of the suspension, provided there is no waiting list. When students return from suspension, Orientation must be repeated and completed successfully.

Any student suspended or exited the program is not allowed on campus other than at the administrative office.

**TARDIES:** Students are tardy if they arrive at any class or activity after the bell rings or after the official class start time. Tardy students must sign in at the office when they arrive. Students over 10 minutes late to a class must stay for 1 hour after school that same day. Students who demonstrate habitual tardiness may be scheduled for an Extended Day.

**THEFT:** Students should not bring valuable items to school. Edge High School is not responsible for the loss, theft, or destruction of any property belonging to a student, or any other person, when the property is brought onto school premises. Incidences of theft or property destruction should be reported to the police or sheriff's departments.

**TITLE I:** Edge provides additional instruction in language/writing and/or math with Title I federal funds. Students demonstrating the greatest academic need are selected for Title I programs. Results of the Title I annual program review are available at the administrative offices. Parent/Legal Guardian will be notified when their child participates in a Title I program.

***Parents Right to Know  
Title I Targeted Assistance Programs***

Edge High School receives funding under Title I from the federal government. The goal of Title I is to improve academic achievement for all students.

Edge High School's status as a Title I Targeted Assistance Program affords you, the parent/legal guardian, with the right to obtain information on the professional qualification of Edge teachers and paraprofessionals.

You have the right to request the following information regarding Edge instructional staff: if:

- the teacher meets state qualifications/licensure requirements
- the teacher is teaching under an Emergency Teaching Certificate
- the teacher has a baccalaureate degree
- the child receives services from a paraprofessional and
- the qualifications of the paraprofessional

This information can be requested in writing and is also available at Edge High School's Administrative offices located at our Himmel Park campus.

**TRANSCRIPTS:** Official transcripts may be requested by a parent/legal guardian (or student if 18 or older) by contacting the registrar or making a request in writing. The parent/legal guardian or student should provide information regarding where the transcript should be sent. If not sent directly to an educational institution, a \$5 processing fee will be charged (\$1 for an unofficial copy). A student's new school may request a transcript at no charge. The registrar has **10 workdays** to prepare the transcript. A free official transcript will be provided upon graduation. Additional copies requested require a \$5 processing fee. The student's transcript will remain on file at the Edge office permanently.

**TRANSFER TO OTHER SCHOOLS:** Students who leave Edge will be contacted by the Administration and will help the student either (1) plan a return to Edge or (2) find another school that meets the student's needs.

**TRANSPORTATION:** Edge will load Sun Tran 30-day Economy Fare onto a student’s card for those who qualify and have the SunGo ID & Card and Edge School ID. (This SunGo ID & Card card may be obtained at the Sun Tran Special Services Office, 35 W. Alameda.) Students may request a waiver for the suggested \$10 Edge Resource/ID fee donation in the Edge office. A limited number of 24-hour day passes are available to students who do not qualify for the SunGo ID & Card. A student may request up to 1 (one) 24-hour day pass per quarter. Edge is not responsible for lost bus passes. For students not taking the bus, arrangements should be made to be dropped off on time and picked up no later than 15 minutes after the class session. The school is not responsible for students after they leave school property or if they are not picked up within 30 minutes of the final daily session.

**VISITORS:** All visitors to any Edge campus, including parents/legal guardians/support persons or former students, **MUST CHECK IN AT THE OFFICE.** At Northwest Edge, visitors should call prior to their visit and make an appointment or follow procedures established at that site.

**VOCATIONAL EXPERIENCE:** Students who have a paying job may earn up to one core credit and two elective credits in “Vocational Experience” for their work experience. Students may not take time off from school to do so. See Administration for more information.

**WEAPONS, THREATS AND VIOLENCE:** In accordance with A.R.S. 15-341, Edge has zero tolerance for violence, threatening words or behavior, bullying, violent acts, abetting violence, carrying weapons on campus, and/or illegal activity of any nature that could potentially threaten the safety or security of pupils, teachers or administrators. Threats, even if intended to be humorous, will be reported to the police. Students bringing weapons to school, or engaging in violent behavior or threats, face expulsion from Edge High School, and law enforcement officials must be notified. Criminal charges may result from any violent or threatening behavior.

**WEATHER EMERGENCY:** Any cancellation or delayed opening of school due to weather or other emergency will be announced using our parent notification system. Messages will be sent in the form of voice and text messages. **Please keep the phone numbers accurate with the office.** Check the website for updates.

**WITHDRAWAL/TRANSFER:** If a student wishes to withdraw or transfer from Edge High School, a withdrawal slip that lists the student's name and reason for withdrawal will be forwarded directly to the student’s new school upon request, at no charge. Otherwise, there is a \$1 processing fee per document page for copies. Minor students require parent/legal guardian permission to withdraw.

## **ATTENDANCE POLICY EDGE HIGH SCHOOL**

According to Arizona’s compulsory attendance law, students must attend school until they reach the age of 16 or successfully complete the 10<sup>th</sup> grade. Students can be cited for failing to attend school with 5 or more unexcused absences or with excessive absences. Arizona Revised Statutes are considered “excessive” when a student has missed ten percent of the number of days school has been in session. The consequences can result in prosecution by the courts. Cases involving prolonged illness or unusual circumstances will be reviewed by Edge administration and counseling.

Consistent attendance is critical to doing well in a self-paced school. Whether a student enrolled to recover credit or accelerate their learning, neither can be accomplished with poor attendance. As such, **Edge requires students to re-invest time in their learning for any absence. Students who miss a full day of attendance must schedule 4 periods of “make-up” at school before or after their school day within 1 week of returning from the absence. Similarly, any student over 10 minutes late to class must stay 1 hour after school that same day, working on their courses.** Students who miss school related to seeking support for physical or mental health or those who miss school to attend a legal proceeding can be excused from having to reinvest time in their learning, if they provide documentation from a health care provider or court official.

When a student returns from an absence, the student will meet with a member of administration to discuss the absence, identify any barriers to attendance, and create a plan for reinvesting time in their learning.

If a student accrues four or more absences in a quarter, the following are required:

- A meeting with the support person before the student returns to school.
- Documentation for any future absence is required.
- Students are required to complete reflections exercises and goals for improving attendance.
- School counseling personnel and/or administration to conduct home visits if the student is absent from school
- Referrals to community resources.

If a student accrues nine absences or more in a quarter, the following are required:

- Support person meeting required before student returns to school.
- Team meeting held with student, support person, teachers, counseling, and admin
- Reset of course progress
- Student required to “make-up” absences.
- Student must connect to community resources
- Student has extra periods added to their schedule
- Student loses privilege to attend field trips and attend clubs
- Home visits conducted when the student does not attend school
- Student is assigned a staff member to check-in and check-out with at the beginning and end of the school day.

If a student accrues 18 absences or more in a school year, law enforcement will be contacted. Failure to comply with any attendance interventions from that point forward will result in the student being withdrawn for excessive absences.

It is the goal of Edge High School to work with students and their support persons to identify any barriers to attendance and help them remove those barriers. Students and support persons are encouraged to reach out to Edge staff if there are ongoing barriers to attendance as there are likely community resources available to help.

#### When Absent From School

The support person (parent/guardian) is required to:

Call or email your students’ campus to notify them of the absence.

Contact info for Each Edge Campus:

Himmel Park  
520.881.1389  
hpattendance@edgehighschool.org

Northwest  
520.877.9179  
[nwattendance@edgehighschool.org](mailto:nwattendance@edgehighschool.org)

### **SUMMARY OF EDGE HIGH SCHOOL’S CHILD FIND PROCEDURES FOR STUDENTS, PARENTS/LEGAL GUARDIANS, AND THE COMMUNITY**

In compliance with federal legislation, Edge High School has established the following policies and procedures for Child Find purposes:

1. Edge will maintain documentation of public awareness efforts to inform the community and parents how to recognize that a child may have a developmental delay or other disability and information on how and where to access services.
2. Screening will be implemented for all newly enrolled and transfer students.

3. The screening will be completed within 45 calendar days of school entry.
4. The screening will include consideration of academic or cognitive skills, vision, hearing, communications, emotional, motor, and adaptive development. If a concern is identified through screening or review of records, parents of the student will be notified of the concern within 10 school days and informed of Edge's procedures to follow up on the student's needs.
5. Review, referral, and follow-up will be done upon screening by special needs staff and documented in Edge's Child Find Screening Log.
6. Edge will maintain documentation and annually report the number of children with disabilities within each disability category that have been identified, located, and evaluated, subject to confidentiality requirements of C.F.R. §300.560 and 300.577.
7. Edge staff will refer children aged birth through 2 years suspected of having a developmental delay to the Arizona Early Intervention Program (AzEIP) to determine eligibility for early services at 1-877-705-5437.
8. Additional information on services for children suspected of having disabilities is available through Edge's Special Needs Coordinator at 520-881-1389, or the Arizona Department of Education's Exceptional Student Services Unit: Parent Information Network at 800-352-4558 or on the web at [www.ade.gov/ess/pinspals](http://www.ade.gov/ess/pinspals).

### **NOTIFICATION OF RIGHTS UNDER FERPA FOR ELEMENTARY AND SECONDARY SCHOOLS**

The Family Educational Rights and Privacy Act (FERPA) affords parents/legal guardians and students 18 years of age or older ("eligible students") certain rights regarding the student's education records. These rights are:

1. The right to inspect and review the student's education records within 45 days after the day that Edge receives a request for access.

Parents or eligible students should submit a written request to the principal that identifies the records they wish to inspect. The school official will arrange access and notify the parent/legal guardian or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent/legal guardian or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parent/Legal Guardian or eligible students who wish to ask Edge to amend a record should write to the principal, clearly identify the part of the record they want changed and specify why it should be changed. If the school decides not to amend the record as requested by the parent/legal guardian or eligible student, the school will notify the parent/legal guardian or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent/legal guardian or eligible student when notified of the right to a hearing.

3. The right to provide written consent before the school discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer or contractor outside of the school who performs an institutional service of function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering

to serve on an official committee, such as a disciplinary or grievance committee; or a parent/legal guardian, student, or other volunteer assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if they need to review an education record to fulfill their professional responsibility.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the [School] to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:  
Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202

FERPA permits the disclosure of PII from students' education records, without consent of the parent/legal guardian or eligible student, if the disclosure meets certain conditions found in §99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the parent/legal guardian or eligible student, §99.32 of the FERPA regulations requires the school to record the disclosure. Parents/Legal Guardians and eligible students have a right to inspect and

review the records of disclosures. A school may disclose PII from the education records of a student without obtaining prior written consent of the parents/legal guardians or the eligible student:

- To other school officials, including teachers, within the educational agency or institution whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in §99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(2) are met. (§99.31(a)(1))
- To officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of §99.34. (§99.31(a)(2))
- To authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as the State Educational Agency in the parent or eligible student's State (SEA). Disclosures under this provision may be made, subject to the requirements of §99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§§99.31(a)(3) and 99.35)
- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§99.31(a)(4))
- To State and local officials or authorities to whom information is specifically allowed to be reported or disclosed by a state statute that concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records were released, subject to §99.38. (§99.31(a)(5))
- To organizations conducting studies for, or on behalf of, the school, to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. (§99.31(a)(7))
- To parents/legal guardians of an eligible student if the student is a dependent for IRS tax purposes. (§99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena. (§99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency, subject to §99.36. (§99.31(a)(10))
- Information the school has designated as "directory information" under §99.37. (§99.31(a)(11))

**Edge High School maintains that your education is your responsibility, although we will support you in fulfilling it. In order for us to do a good job, and be fair with all of our students, we feel that it is important to be clear about our expectations. Should you have any questions about Edge policies and procedures, or believe you present extenuating circumstances with respect to**

the application of any Edge policies or procedures, please contact Administration at your site, or the school Principal, at 881-1389.

### ***Edge High School Student Conduct Matrix 2024-2025***

*Edge High School believes that students can learn positive behavior. Therefore, while a discipline matrix is listed below, all students will receive a coaching approach by Edge staff to process their behavior for future refinement.*

*Note: Students who refuse to work or refuse redirection from a staff member will be sent home for the day and subject to additional consequences.*

<b>Aggression</b>	<b>Consequence/Range</b>
Verbal Provocation Minor Aggressive Act Recklessness	<ul style="list-style-type: none"> <li>• Support person notification</li> <li>• Off campus suspension 1-5 days</li> <li>• Off campus suspension of at least 9 days or more + Edge due process</li> <li>• Assigned course in Emotional Intelligence curriculum</li> <li>• Behavior Plan upon return</li> </ul>
Disorderly Conduct	<ul style="list-style-type: none"> <li>• Support person notification</li> <li>• Off campus suspension 1-5 days</li> <li>• Off campus suspension of at least 9 days + Edge due process</li> <li>• Assigned course in Emotional Intelligence curriculum</li> <li>• Behavior Plan upon return</li> </ul>
Endangerment*	<ul style="list-style-type: none"> <li>• Support person notification</li> <li>• Off campus suspension 1-5 days</li> <li>• Off campus suspension of at least 9 days + Edge due process</li> <li>• Assigned course in Emotional Intelligence curriculum</li> <li>• Assigned Student Service-Learning course</li> <li>• Behavior Plan upon return</li> </ul>
Fighting*	<ul style="list-style-type: none"> <li>• Support person notification</li> <li>• Off campus suspension of at least 9 days + Edge due process</li> <li>• Assigned courses in Emotional Intelligence curriculum</li> <li>• Assigned Student Service-Learning course</li> <li>• Behavior Plan upon return</li> <li>• Expulsion</li> </ul>
Fighting: encouraging a fight Instigating Drama That Leads to a Fight Filming a Fight Not dispersing from a fight when told to do so Verbally encouraging a fight during a verbal conflict	<ul style="list-style-type: none"> <li>• Support person notification</li> <li>• Off campus suspension 1-5 days</li> <li>• Off campus suspension of at least 9 days + Edge due process</li> <li>• Assigned course in Emotional Intelligence curriculum</li> </ul>
Assault*	<ul style="list-style-type: none"> <li>• Support person notification</li> <li>• Off campus suspension of at least 9 days + Edge due process</li> <li>• Assigned course in Emotional Intelligence curriculum</li> <li>• Assigned Student Service-Learning course</li> <li>• Behavior Plan upon return</li> <li>• Expulsion</li> </ul>
Aggravated Assault*	<ul style="list-style-type: none"> <li>• Support person notification</li> <li>• Off campus suspension of at least 9 days + Edge due process</li> <li>• Assigned course in Emotional Intelligence curriculum</li> <li>• Assigned Student Service-Learning course</li> <li>• Behavior Plan upon return</li> </ul>



	<ul style="list-style-type: none"> <li>• Expulsion</li> </ul>
<b>Alcohol, Tobacco, Vaping, and Other Drugs</b>	<b>Consequence/Range</b>
Drug Paraphernalia Substance Represented as Illicit Drug Substance or Device	<ul style="list-style-type: none"> <li>• Support person notification</li> <li>• Off campus suspension of at least 9 days + Edge due process</li> <li>• Assigned course in Emotional Intelligence curriculum</li> <li>• Assigned Student Service-Learning course</li> <li>• Behavior Plan upon return</li> </ul>
Alcohol Violation* Drug Violation Inhalants* Prescription Drugs (Inappropriate Use) ** Over-the Counter Drugs (Inappropriate Use) * Illicit Drugs** Tobacco Violation: * -Use on School Property -Possession on School Property -Represented as Tobacco Use (vaporizer device & liquids)	<ul style="list-style-type: none"> <li>• Support person notification</li> <li>• Off campus suspension of at least 9 days + Edge due process</li> <li>• Assigned course in Emotional Intelligence curriculum</li> <li>• Assigned Student Service-Learning course</li> <li>• Behavior Plan upon return</li> </ul>
<b>Arson</b>	<b>Consequence/Range</b>
Of a Structure or Property* Of an Occupied Structure**	<ul style="list-style-type: none"> <li>• Support person notification</li> <li>• Off campus suspension of at least 9 days + Edge due process</li> <li>• Assigned course in Emotional Intelligence curriculum</li> <li>• Assigned Student Service-Learning course</li> <li>• Behavior Plan upon return</li> </ul>
<b>Attendance Policy Violation</b>	<b>Consequence/Range</b>
Tardy of 10 Minutes or More	<ul style="list-style-type: none"> <li>• Student stays 1 hour after school that same day</li> </ul>
Leaving Campus Without Permission (ditching)	<ul style="list-style-type: none"> <li>• Student must schedule time to reinvest in their learning (twice the number of periods they missed)</li> </ul>
Any Absence (excused or unexcused)	<ul style="list-style-type: none"> <li>• Students must schedule time to reinvest in their learning by staying after school 1 period for each period missed</li> </ul>
<b>Attendance Violations</b>	<b>Consequences/Range</b>
Late Tardy (more than ten minutes late)	<ul style="list-style-type: none"> <li>• Support person notification</li> <li>• Student required to stay after school 1 period on the same day of the tardy</li> </ul>
Leaving School Without Permission (ditching)	<ul style="list-style-type: none"> <li>• Support person notification</li> <li>• Student required to schedule time after school to work with teacher (2x the number of class periods they missed)</li> </ul>
Absences of Any Kind (excused or unexcused)	<ul style="list-style-type: none"> <li>• Support person notification</li> <li>• Student required to schedule time after school to work with teacher (1 period for each period missed)</li> </ul>
Unexcused Absence Truancy	<ul style="list-style-type: none"> <li>• Support person notification for each unexcused absence</li> <li>• Support person required to meet with school after 3 unexcused absences</li> <li>• School administration and counseling to conduct home visit</li> <li>• Student added to extended time school to reinvest in their learning for classes missed</li> <li>• Contact law enforcement</li> <li>• Student withdrawal</li> </ul>
<b>Harrassment, Threat, Intimidation</b>	<b>Consequence/Range</b>
Bullying* Harrassment (nonsexual)* Hazing* Threat or Intimidation*	<ul style="list-style-type: none"> <li>• Support person notification</li> <li>• Off campus suspension 1-5 days</li> <li>• Off campus suspension of at least 9 days + Edge due process</li> </ul>

	<ul style="list-style-type: none"> <li>Assigned courses in Emotional Intelligence curriculum</li> <li>Assigned Student Service-Learning course</li> </ul>
<b>Cheating, Forgery, Plagiarism</b>	<b>Consequence/Range</b>
Cheating or Plagiarism	<ul style="list-style-type: none"> <li>Support person notification</li> <li>Support person meeting</li> <li>Student must redo the assignment</li> <li>Course lesson reset</li> <li>Full course reset</li> <li>Out of school suspension 1-5 days</li> <li>Assigned course in Emotional Intelligence curriculum</li> </ul>
<b>School Policies, Other Violations</b>	<b>Consequence/Range</b>
Defiance Disrespect of Authority Non-Compliance	<ul style="list-style-type: none"> <li>Support person notification</li> <li>Student sent home for the day</li> </ul>
Disruption	<ul style="list-style-type: none"> <li>Student required to reinvest in their learning by scheduling time after school to work with a teacher (1 period after school for every period missed)</li> <li>Off campus suspension 1-5 days</li> <li>Assigned Emotional Intelligence course</li> </ul>
Dress Code	<ul style="list-style-type: none"> <li>Support person notification</li> <li>Students are given the option of complying with the dress code by borrowing clothing from school or by having a support person bring school appropriate clothes</li> <li>Student sent home for the day</li> </ul>
Gambling	<ul style="list-style-type: none"> <li>Support person notification</li> <li>Off campus suspension 1-5 days</li> <li>Off campus suspension of at least 9 days + Edge due process</li> </ul>
Racial Slurs/Hate Speech	<ul style="list-style-type: none"> <li>Support person notification</li> <li>Support person meeting</li> <li>Off campus suspension 1-5 days</li> <li>Off campus suspension of at least 9 days + Edge due process</li> <li>Assigned course in Emotional Intelligence curriculum</li> <li>Assigned Student Service-Learning course</li> </ul>
Negative Group Affiliation Profanity	<ul style="list-style-type: none"> <li>Support person notification</li> <li>Support person meeting</li> <li>Off campus suspension 1-5 days</li> <li>Off campus suspension of at least 9 days + Edge due process</li> <li>Assigned course in Emotional Intelligence curriculum</li> <li>Assigned Student Service-Learning course</li> </ul>
Public Display of Affection	<ul style="list-style-type: none"> <li>Support person notification</li> <li>Support person meeting</li> <li>Assigned course in Emotional Intelligence curriculum</li> <li>Off campus suspension 1-5 days</li> </ul>
<b>School Threat</b>	<b>Consequence/Range</b>
Bomb Threat** Chemical Threat** Biological Threat**	<ul style="list-style-type: none"> <li>Off campus suspension of at least 9 days + Edge due process</li> <li>Assigned course in Emotional Intelligence curriculum</li> <li>Assigned Student Service-Learning course</li> </ul>
Fire Alarm Misuse	<ul style="list-style-type: none"> <li>Off campus suspension of at least 9 days + Edge due process</li> <li>Assigned course in Emotional Intelligence curriculum</li> <li>Assigned Student Service-Learning course</li> </ul>

Other School Threat	<ul style="list-style-type: none"> <li>• Support person notification</li> <li>• Off campus suspension 1-5 days</li> <li>• Off campus suspension of at least 9 days + Edge due process</li> <li>• Assigned course in Emotional Intelligence curriculum</li> <li>• Assigned Student Service-Learning course</li> </ul>
<b>Sexual Offense</b>	<b>Consequence/Range</b>
Indecent Exposure Pornography Pornographic Paraphernalia	<ul style="list-style-type: none"> <li>• Off campus suspension 1-5 days</li> <li>• Off campus suspension of at least 9 days + Edge due process</li> <li>• Assigned course in Emotional Intelligence curriculum</li> <li>• Assigned Student Service-Learning course</li> </ul>
Public Sexual Indecency*	<ul style="list-style-type: none"> <li>• Off campus suspension 1-5 days</li> <li>• Off campus suspension of at least 9 days + Edge due process</li> <li>• Expulsion</li> </ul>
Sexual Assault**	<ul style="list-style-type: none"> <li>• Off campus suspension of at least 9 days + Edge due process</li> <li>• Expulsion</li> </ul>
<b>Technology, Improper Use</b>	<b>Consequence/Range</b>
Non-School Related Use	<ul style="list-style-type: none"> <li>• Support person notification</li> <li>• Off campus suspension 1-5 days</li> <li>• Off campus suspension of at least 9 days + Edge due process</li> <li>• Assigned course in Emotional Intelligence curriculum</li> <li>• Loss of computer privileges</li> </ul>
Equipment Misuse/Mishandling	<ul style="list-style-type: none"> <li>• Support person notification</li> <li>• Off campus suspension 1-5 days</li> <li>• Off campus suspension of at least 9 days + Edge due process</li> <li>• Assigned course in Emotional Intelligence curriculum</li> </ul>
Network Infraction	<ul style="list-style-type: none"> <li>• Support person notification</li> <li>• Off campus suspension 1-5 days</li> <li>• Off campus suspension of at least 9 days + Edge due process</li> <li>• Assigned course in Emotional Intelligence curriculum</li> <li>• Loss of computer privileges</li> </ul>
<b>Theft: School or Non-School Property</b>	<b>Consequence/Range</b>
Burglary, Breaking and Entering*	<ul style="list-style-type: none"> <li>• Off campus suspension of at least 9 days + Edge due process</li> <li>• Expulsion</li> </ul>
Petty Theft	<ul style="list-style-type: none"> <li>• Off campus suspension of at least 9 days + Edge due process</li> <li>• Expulsion</li> </ul>
Trespassing**	<ul style="list-style-type: none"> <li>• Support person notification</li> <li>• Off campus suspension 1-5 days</li> <li>• Off campus suspension of at least 9 days + Edge due process</li> </ul>
<b>Vandalism or Criminal Damage</b>	<b>Consequence/Range</b>
Graffiti/Tagging Personal or School Property*	<ul style="list-style-type: none"> <li>• Support person notification</li> <li>• Off campus suspension 1-5 days</li> <li>• Off campus suspension of at least 9 days + Edge due process</li> </ul>
<b>Weapons and Dangerous Items</b>	<b>Consequence/Range</b>
Dangerous Items:*	<ul style="list-style-type: none"> <li>• Off campus suspension of at least 9 days + Edge due process</li> <li>• Expulsion</li> </ul>
Airsoft Gun, BB Gun, Pellet Gun, Knife With Blade Less Than 2.5 Inches, Laser Pointer, Mace, Stun Gun, Simulated Knife, Box Cutter, Other, Etc.	
Firearms:**	<ul style="list-style-type: none"> <li>• Off campus suspension of at least 9 days + Edge due process</li> </ul>

Handgun, Pistol, Shotgun, Rifle, Starter Gun, Other Destructive Items (Including Bombs)	<ul style="list-style-type: none"> <li>• Expulsion</li> </ul>
Other Weapons:** Clubs, Brass Knuckles, Knife With Blade Longer Than 2.5 Inches, Other, etc.	<ul style="list-style-type: none"> <li>• Off campus suspension of at least 9 days + Edge due process</li> <li>• Expulsion</li> </ul>

**\*Required Report to the Arizona Department of Education (ADE) and Parent Notification if violation by a minor.**

**\*\*Mandated Report to Local Law Enforcement and (ADE).**

## EDGE HIGH SCHOOL LOCATIONS - BELL SCHEDULE

### CLASSROOM LOCATIONS

**HP Edge (Himmel Park) - Phone (520) 881-1389 Fax (520) 881-0852**  
2555 E. 1<sup>st</sup> Street, Tucson, AZ 85716

### HP Edge High School - Bell Schedule 2024-2025

<p><b>HP Mon/Tue &amp; Thur/Fri = Core Subjects</b> <b>4 Period Day</b> Period 1: 8:15am – 9:20am Period 2: 9:21am – 10:26am Period 3: 10:27am – 11:32am Period 4: 11:33am – 12:38pm</p>	<p><b>Wednesday = Elective Classes Only</b> <b>3 Period Day</b> Period 1: 8:15am – 9:35am Period 2: 9:36am – 10:56am Period 3: 10:57am – 12:17pm</p>
--	--

Period 5: 1:00pm – 2:05pm (Extended time for students with significant credit deficiencies.)	
--	--

**NW Edge (NorthWest) - Phone (520) 877-9179 Fax (520) 877-9225**  
 231 W. Giaconda Way, Suite113, Tucson, AZ 85704

**NW Edge High School - Bell Schedule 2024-2025**

<b>Monday/Tuesday &amp; Thursday/Friday = Core Subjects</b>	
<b>SESSION #1 - 3 Period Day</b> 1 <sup>st</sup> Class, Period 1: 7:55am – 9:15am 2 <sup>nd</sup> Class, Period 2: 9:16am – 10:36am 3 <sup>rd</sup> Class, Period 3: 10:37am – 11:57am 4 <sup>th</sup> Class, Period 4: 12:10pm – 1:30pm (Extended time for students with significant credit deficiencies.)	<b>SESSION #3 - 3 Period Day</b> 1 <sup>st</sup> Class, Period 3: 10:37am – 11:57am 2 <sup>nd</sup> Class, Period 4: 12:10pm – 1:30pm 3 <sup>rd</sup> Class, Period 5: 1:31pm – 2:51pm 4 <sup>th</sup> Class, Period 6: 2:52pm – 4:12pm (Extended time for students with significant credit deficiencies.)
<b>SESSION #2 - 3 Period Day</b> 1 <sup>st</sup> Class, Period 2: 9:16am – 10:36am 2 <sup>nd</sup> Class, Period 3: 10:37am – 11:57am 3 <sup>rd</sup> Class, Period 4: 12:10pm – 1:30pm 4 <sup>th</sup> Class, Period 5: 1:31pm – 2:51pm (Extended time for students with significant credit deficiencies.)	<b>SESSION #4 - 3 Period Day</b> 1 <sup>st</sup> Class, Period 4: 12:10pm – 1:30pm 2 <sup>nd</sup> Class, Period 5: 1:31pm – 2:51pm 3 <sup>rd</sup> Class, Period 6: 2:52pm – 4:12pm
<b>Wednesday = Elective Classes Only</b> (Also modified date sched-see dates)  <b>3 Period Day (Combined Session 8:30am-12:30pm)</b> Period 1: 8:30am – 9:50am Period 2: 9:51am – 11:10am Period 3: 11:11am – 12:30pm	<b>Modified Schedule Dates (See Wed. schedule):</b> 8/1, 8/2-Student Orientation; 9/12-Support Person Conferences; 10/4-1 <sup>st</sup> Quarter Grading; 12/19, 12/20-1 <sup>st</sup> Semester Grading; 1/30-Support Person Conferences; 3/14-3 <sup>rd</sup> Quarter Grading; 5/19, 5/20-2 <sup>nd</sup> Semester Grading; 5/23-Graduation Schedule

**Edge HIGH SCHOOL DISTRICT**

**HP/NW EDGE HIGH SCHOOL CALENDAR 2024-2025**

JULY					AUGUST					SEPTEMBER					OCTOBER				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
1	2	3	X	5				1	2	X	3	4	5	6		1	2	3	4
8	9	10	11	12	5	6	7	8	9	9	10	11*	12	13	◇	◇	◇	◇	◇
15	16	17	18	19	12	13	14	15	16	16	17	18	19	20	@	15	16	17	18
22	23	24	@	@	19	20	21	22	23	23	24	25	26	27	21	22	23	24	25*
@	@	@			26	27	28	29	30	30					28	29	30	31	
NOVEMBER					DECEMBER					JANUARY					FEBRUARY				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
				1	2	3	4	5	6			◇	◇	◇	3	4	5	6	7
4	5	6	7	8	9	10	11	12	13	@	7	8	9	10	10	11	12	13	14
X	12	13	14	15	16	17	18	19	20	13	14	15	16	17	17	18	19	X	X
18	19	20	21	22	◇	◇	◇	◇	◇	X	21	22	23	24*	24	25	26	27	28
25	26	X	X	X	◇	◇				27	28	29*	30	31					

MARCH					APRIL					MAY					JUNE				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
3	4	5	6	7		1	2	3	4*				1	2*	2	3	4	5	6
10	11	12	13	14	7	8	9	10	11	5	6	7	8	9	9	10	11	12	13
◇	◇	◇	◇	◇	14	15	16	17	18	12	13	14	15	16	16	17	18	X	20
@	25	26	27	28	21	22	23	24	25	19	20	21	22G	23	23	24	25	26	27
31					28	29	30			X	27	28	29	30	30				

Independence Day (Observed)..... July 4, 2024	Martin Luther King Day ..... January 20, 2025
<b>Student Online Registration..... Begins July 3, 2024</b>	Rodeo Days ..... February 20-21, 2025
<b>First Day for New Staff..... July 25, 2024</b>	<b>Spring Break ..... Mar. 17-Mar. 21, 2025</b>
<b>First Day for All Staff..... July 25, 2024</b>	<b>Course Completion Deadline for Seniors*..... May 2, 2025</b>
<b>First Day for Students..... August 1, 2024</b>	<b>Last Day for Students ..... May 22, 2025</b>
Labor Day..... September 2, 2024	<b>Graduation Ceremony..... May 22, 2025</b>
<b>Fall Break ..... October 7-11, 2024</b>	<b>Last Day for 11 mo. Staff..... May 22, 2025</b>
Veteran’s Day..... November 11, 2024	Memorial Day (Observed)..... May 26, 2025
Thanksgiving Recess ..... November 27-29, 2024	<b>Summer School ..... June 2-June 18, 2025</b>
<b>Winter Break..... Dec. 23, 2024-Jan. 3, 2025</b>	<b>Juneteenth(Observed)..... June 19, 2025</b>

Professional Learning & Grading Days	Report Card Days	Quarters	Teaching Days	Symbol Key
7/25, 7/26, 7/29, 7/30-7/31; 10/14 1/6 3/24	10/14 01/06 03/24 05/23	1st 08/01-10/04 2nd 10/15-12/20 3rd 01/07-03/14 4th 03/25-05/22	46 45 46 43 <hr/> 180	◇ Break (students/staff off) @ Prof. Learning & Grading Day (students off) # On Site Support Services X Holiday (students/staff off) G Graduation Ceremony NR New Student Registration-HP Students RR Return Student Registration-HP Students NS New Staff Orientation
<b>Events *</b>				
State Testing Dates-HP/NW: ACT Aspire; ACT; AZ Science- TBD				
*Honors Assemblies: HP/NW 1 <sup>st</sup> Qtr. 10/25; 2 <sup>nd</sup> Qtr. 1/24; 3 <sup>rd</sup> Qtr. 4/4; 4 <sup>th</sup> Qtr. 5/16				
*Parent-Teacher Conference: HP/NW 9/11; HP/NW 1/29				
				40 <sup>th</sup> day-9/26/24 100 <sup>th</sup> day-1/17/25
				Approved 2/20/24

**Edge HIGH SCHOOL DISTRICT HP/NW EDGE HIGH SCHOOL CALENDAR 2024-2025**

JULY					AUGUST					SEPTEMBER					OCTOBER				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
1	2	3	X	5				1	2	X	3	4	5	6		1	2	3	4
8	9	10	11	12	5	6	7	8	9	9	10	11*	12	13	◇	◇	◇	◇	◇
15	16	17	18	19	12	13	14	15	16	16	17	18	19	20	@	15	16	17	18
22	23	24	@	@	19	20	21	22	23	23	24	25	26	27	21	22	23	24	25*
@	@	@			26	27	28	29	30	30					28	29	30	31	
NOVEMBER					DECEMBER					JANUARY					FEBRUARY				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
				1	2	3	4	5	6			◇	◇	◇	3	4	5	6	7
4	5	6	7	8	9	10	11	12	13	@	7	8	9	10	10	11	12	13	14
X	12	13	14	15	16	17	18	19	20	13	14	15	16	17	17	18	19	X	X
18	19	20	21	22	◇	◇	◇	◇	◇	X	21	22	23	24*	24	25	26	27	28
25	26	X	X	X	◇	◇				27	28	29*	30	31					

MARCH					APRIL					MAY					JUNE				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
3	4	5	6	7		1	2	3	4*				1	2*	2	3	4	5	6
10	11	12	13	14	7	8	9	10	11	5	6	7	8	9	9	10	11	12	13
◇	◇	◇	◇	◇	14	15	16	17	18	12	13	14	15	16	16	17	18	X	20
@	25	26	27	28	21	22	23	24	25	19	20	21	22G	23	23	24	25	26	27
31					28	29	30			X	27	28	29	30	30				

Independence Day (Observed)..... July 4, 2024	Martin Luther King Day ..... January 20, 2025
<b>Student Online Registration..... Begins July 3, 2024</b>	Rodeo Days ..... February 20-21, 2025
<b>First Day for New Staff..... July 25, 2024</b>	<b>Spring Break ..... Mar. 17-Mar. 21, 2025</b>
<b>First Day for All Staff..... July 25, 2024</b>	<b>Course Completion Deadline for Seniors*..... May 2, 2025</b>
<b>First Day for Students..... August 1, 2024</b>	<b>Last Day for Students ..... May 22, 2025</b>
Labor Day..... September 2, 2024	<b>Graduation Ceremony..... May 22, 2025</b>
<b>Fall Break ..... October 7-11, 2024</b>	<b>Last Day for 11 mo. Staff..... May 22, 2025</b>
Veteran’s Day..... November 11, 2024	Memorial Day (Observed)..... May 26, 2025
Thanksgiving Recess ..... November 27-29, 2024	<b>Summer School .....June 2-June 18, 2025</b>
<b>Winter Break..... Dec. 23, 2024-Jan. 3, 2025</b>	<b>Juneteenth(Observed)..... June 19, 2025</b>

Professional Learning & Grading Days	Report Card Days	Quarters	Teaching Days	Symbol Key
7/25, 7/26, 7/29, 7/30-7/31; 10/14 1/6 3/24	10/14 01/06 03/24 05/23	1st 08/01-10/04 2nd 10/15-12/20 3rd 01/07-03/14 4th 03/25-05/22	46 45 46 43 <hr/> 180	◇ Break (students/staff off) @ Prof. Learning & Grading Day (students off) # On Site Support Services X Holiday (students/staff off) G Graduation Ceremony NR New Student Registration-HP Students RR Return Student Registration-HP Students NS New Staff Orientation
<b>Events *</b>				
State Testing Dates-HP/NW: ACT Aspire; ACT; AZ Science- TBD				
*Honors Assemblies: HP/NW 1 <sup>st</sup> Qtr. 10/25; 2 <sup>nd</sup> Qtr. 1/24; 3 <sup>rd</sup> Qtr. 4/4; 4 <sup>th</sup> Qtr. 5/16				
*Parent-Teacher Conference: HP/NW 9/11; HP/NW 1/29				
				<b>40<sup>th</sup> day-9/26/24 100<sup>th</sup> day-1/17/25</b>
				Approved 2/20/24