

Desert Star Academy Scholar and Parent Handbook



Academic Scholars, Citizens and Leaders of our World

2023 - 2024

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Mission Statement

Desert Star Academy is a college and career preparatory academy that will develop all students to become scholars, citizens, and leaders of the community through an educational foundation that collaborates among scholars, teachers, families and the community.

Core Values

- **Academics:** At Desert Star Academy excellence is the standard. All scholars will develop their strengths to grow academically and emotionally to achieve success as lifelong learners with endless opportunities.
- **Accountability & Leadership:** Desert Star Academy will provide a learning culture where each scholar will learn to be accountable to themselves, their family, their community, and to the world.
- **Safety:** At Desert Star Academy, each scholar will learn in a safe, clean, and nurturing environment that embodies the whole child where confidence can be developed.
- **Community:** At Desert Star Academy, each scholar will become productive citizens by contributing to their school, family, and community.
- **Collaboration:** Desert Star Academy will empower scholar education through collaboration among scholars, families, educators, and community partnerships for educating a college or career bound scholar to achieve excellence.

Family Involvement

Desert Star Academy acknowledges the family as the first source of learning and instruction. That process should not stop when each scholar begins school. The family is an important asset throughout the learning process. Desert Star's commitment to the family will be demonstrated monthly during school hosted parent meetings and events providing an opportunity for each scholar to present their academic accomplishment to their family. Parents will have the opportunity to network with each other and the school staff will promote collaboration and commitment to the education experience that is so richly embedded in the school culture at Desert Star Academy.

Governing Board Members

Margie Montgomery, President

Julia Goodwin

Kylee Melcher

David Rubio

Administration

Margie Montgomery, School Director

Deann Osuna, Associate Director & Elementary Principal

Maranda Abidin, Elementary Assistant Principal

Kylee Melcher, Director of Grants Management and Assessments

Chris Barton, Middle School Principal

Jesus Osuna, Middle School Assistant Principal

A Successful Scholar will:

1. Strive for **Academic Excellence** in the classroom by maintaining grades of 80% or better.
2. **Demonstrate Citizenship** by participating in school and community events.
3. **Become Leaders** by setting great examples for other scholars, following all rules and directions and attending school every day.
4. Invite **parents to volunteer at school** or work on homework and projects with you.

Attendance / Absence Policy

Arizona state law requires that all school age children attend school on a regular basis. Arizona Revised State Statute 15-803 states:

A child who is truant habitually or who has excessive absences may be adjudicated an incorrigible child as defined in section 8-201. Absences may be considered excessive when the number of absent days exceeds ten percent of the required attendance days prescribed in section 15-802 subsection B, paragraph 1.

Desert Star Academy requires all scholars to be in class on a daily basis from 8am to 3:30pm for elementary scholars, 7:30am to 3:15pm for middle school scholars, Monday through Thursday. In the event of an emergency or illness a scholar can be excused from school with a doctor note, phone call or note from a parent or guardian stating the reason. Parents or guardians are expected to notify the school no later than 11am the day of the absence. If a parent or guardian does not call the school, or a doctor note is not presented, the scholar will be marked unexcused. Each scholar is required to

make-up all work from the day(s) absent in a timely manner, one day to make-up work for each day absent. Any work or assessment due on the day of the absence will be made-up the first day the scholar returns to school. **Scholars are required to be promptly picked up by and not earlier than 3:30pm for elementary, 3:15pm for middle school, Monday through Thursday. Scholars will not be released during the last 15 minutes of the day unless prior arrangements have been made with the front office.**

Excused Absences

Absences will be considered excused for the following reasons: Doctor/Dentist, family emergency, illness, legal / religious, bereavement, and pre-planned vacations. A pre-planned vacation form must be received and approved by the principal before the vacation takes place. Forms will be available in the front office.

Unexcused Absences

5 Days Unexcused: Attendance warning note will be mailed home.

10 Days Unexcused: A parent meeting with the teacher and an administrator will be scheduled. The scholar will be placed on an attendance contract.

The school year consists of 144 scheduled school days. Therefore, any scholar who misses more than ten percent of the available school days, may be prosecuted under A.R.S 15-803 and/or be subject to disciplinary action or retention. All absences must be documented by a signed note from the scholar's parent/guardian stating the reason for the absence. In the case of a medical appointment or a serious medical condition the scholar must bring a note signed by a medical doctor.

If a scholar becomes injured or ill during the school day, the parent will be notified by phone so the child may be picked up. **If there is no phone, school MUST have on record an emergency phone number for a neighbor, friend, or relative that can be reached to care for the child.**

Scholars may not leave campus after arriving at school unless they are checked out by a parent or legal guardian in person.

Make-Up Work

The scholar is responsible for getting assignments and making up all work missed because of an absence. A scholar will have the same number of days to get the work done and handed in to the teacher, as he/she was absent (up to five days). Any work not completed within the make-up window will result in a scholar attending Friday school. If the scholar does not attend the assigned Friday school, all missing work will be entered as a zero and no credit will be given.

Tardiness

Any scholar arriving at school after the first period bell rings must report to the front office for a pass. Scholars arriving post attendance after school start time must obtain a pass through the front office. Any scholar who enters a classroom after the bell has rung without written excuse from the front office, staff or administration will be considered tardy. Oversleeping and/or "running late" are considered unexcused tardiness. Multiple instances of tardiness for anything other than medical/dental appointments may be referred to the truancy officer.

Middle School - Excessive unexcused tardies will result in a discipline referral with the following progressive consequences.

1. After three tardies within the semester the scholar will attend one lunch detention
2. After five tardies within the semester the scholar will attend two lunch detention

3. After seven unexcused tardies within the semester the scholar will be given one day of in-school suspension, and parent meeting.
4. After ten unexcused tardies within the semester the scholar will be given one day of out-of-school suspension, a parent meeting, and put on an attendance/behavioral contract with escalating consequences up to a referral to the governing board for long-term suspension.

After School Programs For Elementary - Dropzone After School Care

Desert Star Academy Elementary offers an after school program for a fee of \$5.00 per day. The program will run from 3:30 pm to 5:30 pm, Monday through Thursday for grades K-5. It will be located at the Elementary Campus (5744 Highway 95). **All scholars MUST be picked up, no later than 5:30 pm.**

***Before your scholar can attend this program, the parent or guardian must sign and fill out the After School Program application.**

After School Programs - 21st Century Community Learning Centers (CCLC)

Desert Star Academy has been awarded the Nita M. Lowey 21st Century Community Learning Centers (21st CCLC) Title IV-B grant which is an afterschool program funded by a federal grant from the U.S. Department of Education and administered by the Arizona Department of Education (for more information visit: <http://www.azed.gov/21stcclc/>).

Through the 21st CCLC grant, Desert Star Academy offers daily tutoring and enrichment programs which meet daily Monday through Thursday from 3:15pm to 4:45pm at the Middle School, and at the Elementary School from 3:30pm to 5:00pm.

Before School Program - 21st CCLC

As part of the 21st CCLC grant, Desert Star Academy will be offering daily before school enrichment opportunities. Middle School times are 7:00am to 7:30am and Elementary School Times are 7:30am to 8:00am.

Friday Academic & Enrichment School - 21st CCLC

As part of the 21st CCLC grant, Desert Star Academy will be offering Friday school academic and enrichment opportunities on selected Fridays of the school year. Middle School and Elementary times are 8:00am to 12:00pm.

Mandatory After School Tutoring

Desert Star Academy believes all scholars shall strive for excellence by maintaining grades of 70% or better. If a scholar has a D or F or did not meet their grade level benchmark goals will have mandatory after school tutoring. Scholars will be working with teachers on reteach of missed standards, complete missing assignments, or possible retake of assessments. Scholars will need to attend mandatory after school tutoring till they are at grade level for reading and math and/or all grades are at 70% or better. Communication will be sent home if your scholar has to attend mandatory tutoring. Failure to attend mandatory tutoring may result in retention of your scholar.

Mandatory Friday School

Friday School will be mandatory for scholars with outstanding assignments until their work is completed, per admin discretion. This does not apply to make-up work from excused absences. Mandatory Friday School will also be assigned based on benchmark and state testing results to reteach standards where scholars are not at grade level.

Athletic Programs

Interscholastic sports constitute a part of the total education program as scholars will learn the game basics, teamwork and leadership skills. The goal of Desert Star Academy is to involve as many scholars as possible in a wide variety of interscholastic sports and activities, developing their skills in a competitive environment in order to prepare them for high school both as scholars and athletes. Eligibility is determined by try-outs. The amount of playing time is not guaranteed. The athletic code of conduct for each sport will be established by the coaches and approved by the site administration. The coaches will hold the scholars accountable for academic and behavioral performance. Desert Star Academy's Interscholastic Sport Offerings are football and volleyball, cheer and cross country in the fall, boys and girls basketball in the winter and baseball, softball and track in the spring

Athletic Participation Packet

An Athletic Participation Packet must be completed and verified before a scholar may participate in the practice of an athletic sport. This packet requires basic scholar demographic information, permission to participate, a physical examination, health insurance information, and permission to treat in an emergency. Individual coaches may ask for additional information as deemed necessary per activity. Scholars/Parents may pick up packets from their coach, the front office or download the attached link below. All packets must be returned to the front office before a scholar may participate in extracurricular sports. Scholars must pick up, and return a completed athletic packet to the office before they can try-out or practice with a team. Most sports require scholar try-out. All participants must pay a \$50.00 athletic fee per sport upon selection to a team. Scholars will get two weeks from the date of team selection to pay in the front office. Failure to pay athletic fees will result in dismissal from the team.

Athletic Rules and Regulations

The academic policy shall apply to all scholars who choose to participate in the school's interscholastic programs.

- Grade checks will be conducted every Monday at the start of the school day.
- Any scholar **failing to meet the grade requirement of 70% or higher in one or more of his/her classes** will be put on "academic probation", meaning they will be allowed to participate in any games and practices for that week as long as they are attending lunch and after school tutoring sessions, attending Friday school (when available), and turning in any missing/incomplete assignments.
- If a scholar on "academic probation" is passing all classes with a 70% or higher the next week (*as per the grade checks done every Monday*) they will no longer be on "academic probation" and will return to being on good academic standing.
- If a scholar on "academic probation" fails to meet the grade requirement of 70% or higher in one or more of his/her classes for second week in a row (*as per the grade checks done every Monday*) they will be ineligible to participate in any games, activities, or tournaments that week. The scholar will need to continue to attend tutoring sessions and make an effort to improve his/her grade to that of a passing score.
- If a scholar on "academic probation" fails to meet the grade requirement of 70% or higher in one or more of his/her classes for a third week in a row (*as per the grade checks done every Monday*) they will be dismissed from the team.

Additionally, to participate in extracurricular activities (practices, rehearsal, performance, competition) the scholar is required to attend all classes the day of an activity. Should an activity be scheduled on a Saturday, Thursday's attendance will apply. The only exceptions allowed will be circumstances beyond the control of scholars, as determined by the coach, athletic director, or unavoidable absence verified by parent and/or school administrator. Any scholar suspended from campus (out-of-school or in-school suspension) is ineligible to practice, participate, or compete for the duration of the school suspension. Coaches will establish rules for game day participation. Scholars may be benched from starting or participating on a game day based on academic eligibility, disciplinary status, or the team contract.

Extracurricular Activities

All scholars are encouraged to participate in extracurricular activities on campus. Extracurricular activities are defined as scholar activities that are outside of the normal school schedules. Examples of extracurricular activities include, but are not limited to, interscholastic and intramural athletics, service clubs, drama, choir, Science Olympiad, SkillsUSA, school sponsored events, etc. Scholars participating in extracurricular activities must meet academic and behavioral eligibility requirements in order to participate. Grade checks will be done each Monday and verified grade reports must represent 70% or higher in each class, or scholars will be ineligible for that week's activities. Participants are required to exhibit proper behavior while engaged in any activity affiliated or sponsored by the school, on or off campus.

Scholars may participate in extracurricular activities as long as they meet these eligibility requirements during the season.

- No days of out-of-school suspension (mandatory parent conference following suspension).
- No more than 2 total days of in-school-suspension.
- No more than three unexcused absences, tardies, and/or early releases per semester.
- Verified grade reports must represent 70% or higher in every class.

Academic Excellence Recognition

Each quarter scholars will be recognized for their academic performance. The Honor Roll will recognize academic excellence. To be eligible for the Honor Roll a scholar must obtain at least a "B" average with no "C's" "D's" or "F's" for that grading period. The Principal Honor Roll recognizes scholars with a straight "A" report card. No grade must be below an "A-" to earn this award.

Academic Excellence Trip

Scholars earning Principal's Honor Roll AND scoring a "Meets" or "Exceeds" on the benchmark tests will earn a reward field trip to a surprise location.

Homework Policy

Scholars should set aside time each day for the completion of homework assignments. We believe that in this fast-paced world, families should be able to spend quality time as they choose. Because of this, homework will be minimal. Parent/child interaction is vitally important to a successful education program. Please read with scholar nightly. Homework not turned in on the due date will be subject to credit reduction on the total assignment. Credit will not be given for homework turned in on the 11th day past the due date. No exceptions. Scholars will also be assigned weekly i-Ready assignments based on the learning objectives and/or their personal i-Ready path and must be completed with a passing score

Criterion for Promotion

- Each scholar must achieve a 70% or higher overall in each subject area listed above in order to be promoted to the next grade level. The overall grade will be based on a weighted average 70% from scores on the standard assessments and 30% from classwork and projects.
- Each scholar must achieve a minimum score of 70% on all individual summative and formative assessments to be promoted to the next grade. The teacher will reteach and assess each scholar until a 70% mastery level is achieved.
- A scholar will not be promoted unless all content areas meet the above requirements or a special meeting with the school director, teacher, and parent is held to decide otherwise.
- Scholars must have an attendance rate of 90% or better according to Arizona Revised State Statute 15-803B.

Failure to meet the above criteria may result in scholar retention and/or assignment to mandatory summer school grade recovery. Final retention decision is based on the administrator's discretion.

Communication

Parents are encouraged to check their scholar's assignments and ParentVue each day. We encourage parents to email or call the teacher and set up an appointment at (928) 770-4523 to discuss any questions/concerns. Your scholar's teacher may use Synergy, Dojo, Remind or other communication apps to keep you up to date with important classroom information.

**** Parents: Please notify the school office immediately if there is a change in address, phone, email address, employment or emergency contact information*****

Enrollment Policy

Desert Star Academy will adopt the following enrollment procedures complying with ARS 15-184. All families interested in enrolling their child(ren) at Desert Star Academy will be required to complete the following steps and participate in the following enrollment process:

- Families submit an enrollment application during the Open Enrollment Period. This period begins on the first Monday in February for the upcoming school year.
- If application exceeds the number of available spaces, Desert Star Academy scholars, the school will hold a random, public lottery. All prospective scholars must participate in the lottery.
- Lottery occurs on the first Thursday of April at 7:00 PM.

- Once all of the open seats in a grade level have been filled, Desert Star Academy will draw for the order of the waiting list.
- All families are notified in writing within one week of the lottery of their child's status.
- Families complete and submit Intent to Enroll paperwork within two weeks of the lottery date, including a signed acceptance letter and enrollment packet.
- Preference will be given to children of Board members, faculty and staff of the school and siblings of already enrolled scholars.

Withdrawal From School

If it is necessary to withdraw a scholar from school during the school term, parents or guardians must come to the school office and complete a withdrawal form for the records.

Closed Campus

Scholars are not permitted to leave the school campus at any time before the end of the school day without permission from parents/legal guardians. A parent/legal guardian must provide a written signature on a sign out sheet when a scholar leaves the school early. Scholars leaving the campus during the school day without permission are truant and are subject to disciplinary action.

Personal Appearance and Dress Code

1. All scholars are required to wear the school approved Desert Star Academy shirts with black bottoms (for elementary scholars) or tan bottoms (for middle school scholars) EVERYDAY. School approved spirit clothing may replace a school shirt on Thursdays. If a school spirit shirt is worn, bottoms other than black or tan may be worn as long as they are appropriate within the dress code. If the regular school shirt is worn the bottoms must be black for elementary and tan for Middle School. Shirts must be neat, clean, free of any markings, and in good repair. Shirts must also be worn appropriately and as designed, unaltered. Shirts are not to be cut, tied, or rolled up. During the cooler weather, school approved jackets and hoodies with the school logo are permitted.
2. Skirts/Shorts must be black (for elementary scholars) or tan (for middle school scholars), hemmed or rolled with no fringes. The bottom of the shorts or skirt must not be shorter than mid-thigh. Pants, shorts and skirts must be in good repair without holes. Bottoms must be the appropriate solid color, a small side seam stripe or small logo is acceptable. Spandex shorts are not acceptable dress code.
3. Hair should be neatly groomed and clean. Only natural hair colors are allowed. Mohawks and faux-hawks are not allowed.
4. Elementary scholars are not permitted to wear make-up or novelty costume style headbands (i.e. cat ears, unicorn horns, etc).
5. Shoes must be worn at all times. Shoes must have a heel back for safety. **Slippers, flip-flops, slides, and roller shoes are prohibited. If scholars wear crocs the back strap must be worn.** Scholars must wear tennis shoes and socks for middle school PE class.
6. Hats and sunglasses are not to be worn indoors. Scholars who violate this rule will have these items confiscated until parents can pick them up.
7. Clothes should be clean, neat, and acceptable.
8. No pajama bottoms, printed leggings, or oversized jeans. Profanity and inappropriate logos will not be allowed. No below the hip jeans will be allowed. Body piercings will be permitted but may not be inappropriately displayed. Piercing may not include non-commercial jewelry items like nails or safety pins. School administrators will determine appropriateness. Tattoos, henna or writing/drawing on skin are not permitted.

9. Occasionally, Desert Star will have Free Dress Days or Dollar Dress Days for scholars to dress as they choose. The clothing must still be in compliance with our dress code. Shorts and skirts must not be shorter than mid-thigh. Tanks tops are not allowed.
10. Occasionally, Desert Star Academy has overnight field trips and water day that require swim attire. Scholars will wear board shorts or swim trunks and a rash guard or swim shirt.

****School administration will determine if a scholar is not in compliance with the uniform policy. Final decisions rest with the campus principals.**

Emergency School Closing

In the event of severe inclement weather or mechanical breakdown, school may be closed or starting time-delayed. Please listen to the local radio station for an announcement of school closure. Also, an email will go out to all contacts in our database and social media posts will be posted.

Phone Calls

Telephone callers need to have after-school plans and lunch accommodations before coming to school. Scholars are not permitted to use school phones except for legitimate emergencies related to their health and welfare.

Lunches

Currently Desert Star Academy is not equipped to offer lunches. Scholars should bring a nutritious lunch to school and eat a nutritious breakfast prior to coming to school.

Parents and guardians may sign in as a visitor to eat lunch with their scholar in the designated lunch area.

Child Find

Child-Find is a program that seeks to identify and provide special services to disabled children ages 1-21 who qualify, who live within our school district, and who are not currently enrolled in school. Disabilities may include hearing impairment, visual impairment, physical disabilities, speech impairment, or developmental disabilities. To obtain more information notify school employees or contact the Special Services Director through the main office.

Health

Over-the-Counter Medications

Scholars must have written permission from a parent/guardian to take any medicine from school. Scholar medications must be stored and administered in the Health Attendant's or Secretary's Office.

Prescription Medications

Medicines prescribed by a physician must be in the original container and properly labeled. Before the Health Attendant or Secretary administers medication, a district form completed by a parent/guardian must be on file in the Health Office.

Contagious Disease

Any scholar suspected of being contagious will be sent home by the Health Attendant and will not be permitted to return without a written statement by a physician.

Lice and Nits

Desert Star Academy has an absolute "no nit" policy. Any scholar having head lice will be sent home. The scholar will be excluded from school until the child's hair is free of lice and nits. The scholar, upon returning to school, must be accompanied by an adult and must report to the health attendant's office where a detailed examination will be made. If there is no evidence of active lice or nits the health attendant will issue a signed approval of reentry.

The Family Educational Rights and Privacy Act (FERPA)

Is a federal law that protects the privacy of all scholar's educational records. Please ask for a copy of the notification for all details.

Textbook-Materials

Scholars will be issued textbooks at the beginning of the school year. The school will hold scholars accountable for any damage or loss of texts. **Scholars should bring required classroom materials everyday, (i.e., paper, pencil, notebook, binder).** Scholars should also bring a bottle of water labeled with their name every day.

Field Trips

Field Trips to places relating to studies can enrich a scholar's classroom lessons.

Requirements:

Scholars are required to have written permission from their parents or guardians before they are permitted to go on such trips.

***Elementary scholars are also required to wear the neon yellow Field Trip Shirts with black pants on any Desert Star Academy Field Trip. Middle school must wear the polo school shirt on all non-overnight trips. Scholars must not have any D's or F's on any report card.**

Scholars must ride the bus with their class to the field trip and also return with their class to school. Chaperone spots will be very limited, if at all.

The following will prohibit all scholars from attending any trip (local, out of town or overnight trips):

1. Vandalism
2. Stealing
3. Lying to Administration
4. Physical Altercations
5. Attendance
6. **Any referrals/ suspensions with in the current quarter of the field trip**

Any prepaid field trips will not be reimbursed to the scholar's family if the scholar has any D's or F's or out of school referrals and/or suspensions. Unless there is ample time to fill in the spot with another scholar or payments have not been made.

Grade deficiencies, discipline, or attendance problems may be grounds for ineligibility to attend field trips.

Progress Reports and Report Cards

A notification of the scholar's progress will be sent home every three weeks. Scholars will also receive a report card each nine weeks. Parents are asked to sign and return these promptly. If a conference is needed, parents are requested to call the office to set up an appointment before or after school. **Parents or Guardians will be expected to attend at least one conference with their scholar's teacher each year.** ParentVue is available online to all parents and guardians to sign up and monitor scholar's progress and communicate with your scholar's teachers. Scholars who have not been in attendance all quarter will have a comment on their progress report of when they started at Desert Star Academy.

Bike/Scooter/Skateboard Rules

All scholars riding bikes or skateboards to Desert Star Academy are encouraged to wear safety helmets. Bikes or skateboards are **not allowed** to be ridden on school grounds. There is a bike rack and storage provided for skateboards. Desert Star Academy is not responsible for lost or stolen bikes or skateboards.

Scholars who walk to school or ride bicycles are encouraged to practice safety. Go to or return home with a friend when possible. Avoid talking to strangers. Cross at the intersections when traffic allows. Look both ways and step onto the road when you can cross safely.

Nuisance Items

Please do not bring expensive or collectable items, such as trading cards to school. Also, avoid sending large amounts of money. Electronic devices are **not allowed** in school. These include personal CD/DVD players, boom boxes, walkmans, electronic games, tape recorders, **cell phones**, beepers, MP3 players, GPS systems, and laser pointers. **The school is not responsible for lost or stolen electronic devices.**

Birthday Celebrations

Birthday treats and party invitations brought from home for celebrations should be enough to include all scholars in the classroom and should be pre-approved by the teacher. Parents and guardians should ask their scholar's teacher if any scholar has food allergies in the classroom.

Police Involvement

School officials have the option to notify police authorities and, in cases of major or repeated violations, press charges. If the police authorities are notified, parents or legal

guardians will be contacted. Any action taken by police authorities will be in addition to action by the school. School officials are not required to initiate or complete due process procedures nor contact parents prior to notifying police authorities. School officials, guided by school policy, will cooperate with police authorities during investigations.

Crisis Prevention Intervention Program (CPI)

All teachers and school personnel will be trained in the CPI. This process addresses the need for safe, respectful, noninvasive methods for behavior management of scholars. The Nonviolent Crisis Intervention program, developed by the Crisis Prevention Institute (CPI), not only teaches staff to respond effectively to the warning signs that someone is beginning to lose control, but also addresses how staff can deal with their stress, anxieties and emotions when confronted with these challenging situations.

Scholar Write-Ups and Referrals

Scholars failing to follow classroom procedures and/or teacher directions may be referred and removed from the classroom for a conversation with school administration and must complete a behavior reflection sheet in full sentences before being allowed to return to his/her classroom environment. All referral notices will be sent home and must be signed by the parent or guardian and returned to school on the next school day.

The discipline policy is progressive, meaning that each successive offense can merit a stronger consequence. Action taken by the school administration will fall between the minimum and maximum category identified on the disciplinary discipline chart. School administration will notify police for offenses that violate the law. If the police pursue criminal charges, any consequence resulting will be separate and in addition to any school consequences.

The progression of disciplinary consequences for classroom disruption/disrespect and misbehavior is as follows:

- 1st referral = Lunch Detention.
- 2nd referral = 2 days of Lunch Detention.
- 3rd referral = 1 day of In School Suspension (ISS).
- 4th referral = 2 days of In School Suspension (ISS) and parent meeting.
- 5th referral = 1 day of Out of School Suspension (OSS) and parent meeting.
- 6th referral = 2 days of Out of School Suspension (OSS) with parent meeting and behavioral contract.
- 7th referral = 10 days of Out of School Suspensions (OSS) pending board hearing for expulsion or long term suspension.

School Administrators reserve the right to use judgment and reward a student backward on this progressive plan for good behavior, or forward for escalating misbehavior.

Scholar Suspension/Expulsion

A scholar may be temporarily removed from contact with other scholars. The administrator has the authority to suspend a scholar for up to ten days after an informal hearing is held. If a scholar presents a danger to other scholars or staff members, the administrator may remove the scholars or staff members, the administrator may remove the scholar from school immediately. Parents will be notified prior to the removal, with a notice and hearing following as soon as possible. Each suspension must be reported to the charter boards within five days by the administrator. The administrator shall make recommendations for expulsion to the charter board. The charter board is the only entity that has the authority to expel a scholar. All requests for expulsion sent to the charter board shall have been followed, interventions used, and resources used by the teachers, staff and parents to help the scholar.

Consequences for Rule Violations

The Desert Star Academy Discipline Policy disciplinary actions may be taken into action for each infraction. A minimum and maximum range is listed, as well as an action for the first occurrences and for repeated occurrences. Some consequences involve Scholar Solution and School Contracts. A Scholar Solution is an agreement between the Principal and the scholar that allows the scholar to make a positive change in their own behavior to solve a problem. A school contract is a probationary document that indicates a scholar may be removed from school for a future infraction. (This option is used when a scholar has a major rule infraction or repeated infractions) Both the scholar solution paper and school contract are signed by the parents and principal.

Bullying

Bullying, intimidation, and harassment of any scholar, employee or any other person are prohibited on school grounds, on school property, on school buses, at school-sponsored events and activities, and through use of electronic technology or electronic communication on school computers, networks, and/or forums.

Bullying is defined when a scholar or group of scholars engage in any form of behavior

that include such acts as intimidation and/or harassment that:

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

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

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

Bullying will not be tolerated. Any scholar caught bullying will be subject to disciplinary action. Scholars who record an altercation or negative incident as interpreted by the administration will receive a minimum two days Out of School Suspension. Scholars identified actively recording and/or encouraging a scholar altercation or fight will receive a minimum one day In School Suspension.

Internet/Computer Use

The use of school computers and the Internet is a privilege and as such usage must adhere to the policies set down by the Governing Board. Scholars and parents must sign and agree to the conditions set forth in the district Acceptable Use Policy before a scholar is allowed to use a school computer (Permission Slip). Scholars are expected to follow the computer lab rules and refrain from viewing or downloading inappropriate material from the Internet. Any scholar who willfully violates established computer lab

rules or knowingly views or downloads inappropriate material will be subject to disciplinary action and/or risk revocation of computer privileges for the remainder of the school year. Connection to the Internet is to be used for educational research and other specific assignments made by teachers only. Scholars must have a signed parental permission slip.

Cell Phones and Tablets

Cell phones may only be used before and after school. At all other times, they must be stored in their locker. Violation on this cell phone policy will result in the following:

- 1st offense: The cell phone will be taken and the scholar can pick it up at the end of the day.
- 2nd offense: The cell phone will be taken and the parent must pick it up.
- 3rd offense: The scholar will no longer be allowed to bring a cell phone to school.

Tablets and Chromebooks may be brought to school for elementary classroom usage only. Middle school scholars are provided with Chromebook devices on a per need basis during school hours and do not need to bring their own electronic devices.

Any scholar(s) involved in any inappropriate group messages or airdrops will result in disciplinary action as determined by school administration based on their participation.

Desert Star Academy is not responsible for damaged, lost, or stolen personal electronic devices that are brought to school.

Safety

Emergency Drills: Each year at least one emergency action drill will be conducted. This includes fire and lockdown drills. These drills may involve scholars and/or employees at Desert Star Academy. Scholars are expected to follow the directions provided by their teachers or staff at the school. Scholars are expected to remain orderly during all emergency drills.

Disciplinary action may be imposed on scholars who interfere with the orderly conduct of any emergency skills. Fire drills are conducted monthly. An escape plan is posted in each room.

Accidents

If scholars are hurt while on campus during the school day, report the accident to a staff or faculty member. An accident report and parent contact will be filled out if necessary.

Non-Discrimination Statement

In accordance with federal law and U.S. Department of Agriculture Policy, this institution is prohibited from discrimination on the basis of race, color, national origin, sex, age or disability. To file a complaint for discrimination, write to USDA Director, Office of Civil Rights, Room 326-W, Whitten Building, 140 Independence Avenue, SW, Washington DC 20250-9410 (voice or TTD). USDA is an equal opportunity provider and employer.

Desert Star Academy wishes to provide to all scholars, parents, and staff members Notice of Compliance with Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of disability in all programs and activities, and Title II of the Americans with Disabilities Act of 1990, which prohibits discrimination on the basis of a disability by Public Elementary and Secondary Educational Systems, public institutions of Higher Education and Vocational Education and Public Libraries. Desert Star Academy will serve as the Designee to coordinate compliance. The Principal can be reached at: Telephone (928)300-3207 or Fax (928)788-3987

Lockers - Middles School Only

Statement of Policy

All lockers on the school premises are the property of the school charter. These lockers are made available for use in storing school supplies and personal items necessary for use at school, but the lockers are not to be used to store items which cause, or can reasonably be foreseen to cause an interference with school purposes or an educational function or which are forbidden by state law or school rules.

The use of the locker does not diminish the school charter's ownership or control of the locker. The school charter retains the right to inspect the locker and its contents to insure that the locker is being used in accordance with its intended purpose, and to eliminate fire or other hazards, maintain sanitary conditions, attempt to locate lost or stolen material and to prevent use of the locker to store prohibited or dangerous materials such as weapons, illegal drugs or alcohol.

All backpacks/lunch containers will be kept in the scholar's locker and not taken to class.

Locker Rules

In order to implement the school charter's policy concerning scholar lockers, the school board adopts the following rules and regulations:

1. Locks. The school charter will retain access to scholar lockers, by keeping a master list of combinations and/or retaining a master key. Scholars may not use their own locks to prevent access to lockers by school officials and any unauthorized locks may be removed without notice and destroyed. Use of Lockers. Lockers are to be used to store school supplies and personal items necessary for use at school. Lockers shall not be used to store items which cause, or can reasonably be foreseen to cause an interference with school purposes or an educational function or which are forbidden by state law or school rules, such as drugs, drug paraphernalia, beverage containing alcohol, any flammable substance, bomb or explosive device, any pungent acid or nauseous chemical, any library book not properly checked out or overdue, non-returned gym or athletic equipment, any stolen items or any obscene material. Scholars will be expected to keep their lockers in a clean and orderly manner.

2. Authority to Inspect. The school charter retains the right to inspect lockers to insure they are being maintained in accordance with the conditions for Rule No. 2. All inspections of lockers shall be conducted by the principal or a member of the administrative staff assigned in writing by the principal. (For example: assistant principal, guidance counselor, and custodians)

3. Inspection of Individual Scholar's Locker and/or Backpack.

- (A) The inspection of a particular locker and/or backpack will not be conducted unless the principal or his/her designee has a reasonable suspicion to believe that the locker to be inspected contains items which cause, or can reasonably be foreseen to cause an interference with school purposes or an educational function or which are forbidden by state law or school rules. "Reasonable suspicion" as used in these rules may be based on a number of factors including (1) information received by the principal or designee from teachers or scholars, law enforcement officer(s), or detection devices including trained dogs, (2) the past records of the scholar whose locker is to be inspected, (3) the seriousness of the problem to which the search is directed, such as violence or drug use in the school, and (4) the behavior of the scholar, for example, indications that the scholar is intoxicated.
- (B) Before a particular scholar's locker is inspected, the scholar (or scholars if more than one have been assigned to a locker), if present on the school premises, shall, where possible, be contacted and given the opportunity to be present during the conduct of the inspection unless circumstances require that the inspection be conducted without delay in order to protect the health and safety of others present on school premises. Whenever an individual locker has been inspected under this rule without the scholar's presence, the principal or his designee shall notify the scholar of such inspection as soon as practicable thereafter.

4. Inspection of all Lockers.

(A) An inspection of all lockers in the school, or all lockers in a particular area of the school, may be conducted if the principal, assistant principal, superintendent or assistant superintendent believes that such an inspection is necessary to prevent, impede, or substantially reduce the risk of (1) an interference with school purposes or an educational function, (2) a physical injury or illness to any person, (3) damage to personal or school property or (4) a violation of state law or school rules. Examples of circumstances justifying a general inspection of a number of lockers are:

- (a) when the school corporation receives a bomb threat
- (b) when evidence of scholar drug or alcohol use creates a reasonable belief of an unusually high level of scholar use
- (c) at mid-term, end of grading period, or before school holidays or other time to check for missing library books or lab chemicals or school equipment,
- (d) where scholar violence or threats of violence creates a reasonable belief that weapons are stored in the lockers.

(B) If a general inspection of a number of lockers is necessary, then ALL lockers in the defined inspection area will be examined. Scholars will not necessarily be given the opportunity to be present while a general inspection is being conducted.

(C) Scholar Material. When conducting an inspection pursuant to these rules, the inspector shall take care to avoid unduly disrupting the contents of the locker or intruding unnecessarily into any scholar's written material located in the locker. In addition, the inspection will be kept to the minimum level necessary to determine that such material is not in itself, or being used to conceal contraband.

(D) Disposal of Confiscated Contraband. All contraband confiscated from lockers may be disposed of by the principal or designee as he or she deems appropriate, including (a) return to the proper owner or place, (b) use as evidence in a scholar discipline proceeding if possession of the contraband constitutes grounds for suspension or expulsion (c) delivery to the appropriate law enforcement officials for purposes if possession of the contraband constitutes evidence of a crime, or (d) destruction.

(E) Involvement of Law Enforcement Officials. The principal, superintendent or assistant superintendent may request the assistance of law enforcement officials to assist the school administrators in inspecting lockers or their contents for purposes of enforcing school policies only if such assistance is required:

- (1) to identify substances which may be found in the lockers, or
- (2) to protect the health and safety of persons or property, such as to aid in the discovery and disarming of bombs which may be located in the lockers.

(F) If a law enforcement official requests to inspect a scholar's locker or its contents, the principal shall require the production of a search warrant before allowing such office to inspect.

(G) If a law enforcement official requests the principal to make an inspection of a locker or its contents on behalf of or in the place of such official, the request shall be denied.

(H) The principal may cause a locker inspection to be performed for school purposes if information supplied by the law enforcement officials gives rise to a reasonable suspicion that a locker or lockers contains contraband.

5. Locker Cleaning and Repair. Nothing in these rules shall affect members of the custodial staff who, at the direction of the principal, clean out (a) lockers from time to time in accordance with general housekeeping schedule, or (b) the locker of the scholar no longer enrolled in the school. Further, the custodial staff may open a scholar's locker during any vacation period if they have reason to believe such a locker contains rotting, spoiling, or mildewing items such as food, wet clothes, etc.

6. Publication of Rules. A copy of these rules must be provided to each scholar and

his/her parents/guardian at the start of the school year or as soon as possible after the scholar's enrollment in the school. Copies of these rules shall be posted in the principal's office and other prominent places generally used for announcements to scholars.

The school administration retains the right to inspect and search scholar property, lockers, drink containers, etc., for any reason, at any time, without notice, without scholar consent, and without a search warrant. This includes with the help of handheld metal detectors. If a scholar is searched, parents/guardians will be notified.

Sexual Harassment

Sexual harassment is unwelcome conduct of a sexual nature that denies or limits a student's ability to participate in or to receive benefits, services, or opportunities in the school's program. Because sexual harassment of students is a form of sex discrimination prohibited by Title IX of the Education Amendments of 1972, it is governed by this statute and corresponding guidance.

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

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

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

Desert Star Academy is a Tobacco Free Campus.
TOBACCO OF ANY FORM IS NOT PERMITTED ON SCHOOL GROUNDS,
THIS INCLUDES E-CIGARETTES AND VAPE PRODUCTS.
Police will be notified of any violations.

Parent Volunteer Opportunities

WE NEED YOUR HELP!

- Organizing a Social Event
- Volunteering for the Booster Club
- Baking Items for Activities
- Attending Parent/Teacher conferences
- Organizing/Using a carpool
- Helping in play performances
- Organizing a fundraiser for the school
- Volunteering cleaning services after activities
- Calling other parent volunteers
- Making posters, decorating bulletin boards
- Planning and Organizing breakfast or lunch for honor scholars
- Making copies or running errands for teachers
- Being a tutor during the day, evening or Friday School
- Painting/carpentry/cabinet making
- Organizing Teacher Appreciation Days
- Supervising scholars during lunch
- Getting free coupons from business for scholar awards
- Locating community donations for the school
- Attend and Participate in the Parent Advisory Team

All adult volunteers who work with scholars in the classroom, on campus, on field trips or as chaperones at school events must have prior fingerprint clearance on file in the office. Application information is available at the school office.

Six Non-negotiable Rules of Conduct

1. Fighting
2. Possession of weapons, illegal drugs, or pornography
3. Profanity, threats, or degrading language directed towards the school faculty, staff members, or other scholars
4. Continuous classroom disruptions
5. Truancy
6. Damage or theft of school property or property of others

Scholars who record an altercation or negative incident as interpreted by the administration will receive a minimum two days Out-of-School Suspension.

Desert Star Academy Discipline Policy
All policies Governed by Arizona Revised Statutes ARS Title 15

INFRACTION	DISCIPLINE
Drugs, Weapons, Gangs: Use, distribution or unlawful possession of illegal or prescription drugs or inhalants, knives, guns, or any object capable of inflicting serious physical harm; any gang related affiliation or activity	ZERO TOLERANCE Suspension Pending Expulsion Hearing (No Exceptions)
Alcohol, Tobacco (Possession, Distribution, and/or us)	Minimum 2 days OSS and Discipline Hearing, police notification, School Contract, Suspension and/or Expulsion Repeated: Referral to the Board for Long-term Suspension or Expulsion.
Teacher Disrespect/Defiance/Class Disruption/Defamation/Use of Profanity/Assault/Gum Chewing/School Transportation Safety	Parent conference, Detention, Police Notification, Suspension, Discipline Board, School Contract, and/or Expulsion. Loss of bus transportation/future field trip privileges. Repeated: Referral to the Board for Long-term Suspension or Expulsion.
Assault/Fighting Endangering the Health or Safety of Another	Minimum 2 days OSS and Discipline Hearing, possible police notification, School Contract, Suspension and/or Expulsion Repeated: Referral to the Board for Long-term Suspension or Expulsion.
Theft/Unauthorized Entrance/Extortion/Cheating/Forgery	Parent conference, Detention, Police Notification, Suspension, Discipline Board, School Contract, and/or Expulsion Repeated: Referral to the Board for Long-term Suspension or Expulsion.
Vandalism/Defacing School Property	Parent conference, Detention, Police Notification, Suspension, Discipline Board, School Contract, and/or Expulsion Repeated: Referral to the Board for Long-term Suspension or Expulsion.
Threats/Threatening Behavior/Harassment/Bullying/Racial Disrespect/Sexual	Parent conference, Detention, Police Notification, Suspension, Discipline Board, School Contract, and/or Expulsion Repeated: Referral to the Board for Long-term Suspension or Expulsion.

Cell Phones/Cameras/Electronic Device	Parent conference, Detention, loss of right to possess electronics on campus, Suspension, Discipline Board, School Contract, and/or Expulsion Repeated: Referral to the Board for Long-term Suspension or Expulsion.
Inappropriate Dress/Contraband (such as Pornography)	Confiscation of Item, Parent Conference, Detention, Suspension, Discipline Board, School Contract, and/or Expulsion Repeated: Referral to the Board for Long-term Suspension or Expulsion.
Arson Setting of Fires, Possession of Matches, Lighters, Fireworks, Tampering with Alarms.	Parent conference, Detention, Police Notification, Suspension, Discipline Board, School Contract, and/or Expulsion Repeated: Referral to the Board for Long-term Suspension or Expulsion.

***Detention will be served during lunch period.**

***Suspension can mean In School Suspension (ISS), Out of School Suspension (OSS), and/or Long Term Suspension (LTS).**

Out of School Suspension (OSS)

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

In School Suspension (ISS)

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

A.R.S. § 15-843 & HB2460

Unless expulsion is required due to a pupil possessing a firearm, a school district or charter school may suspend or expel a pupil in kindergarten or the 1st-4th grades only if all the following apply:

- 1) the pupil is at least seven years old;
- 2) the pupil engaged in conduct on school grounds that:
 - a) involves the possession of an unauthorized dangerous weapon;

b) involves a dangerous or a narcotic drug or violates drug free school zones;
c) immediately endangers the health or safety of others; or
d) the pupil's behavior qualifies as aggravating circumstances and other prescribed criteria are met;

3) failing to remove the pupil would create a safety threat that cannot otherwise be reasonably addressed or qualifies as aggravating circumstances;

4) the school district or charter school considers and employs, while maintaining the health and safety of others and in consultation with the pupil's parent to the extent possible, alternative behavioral and disciplinary interventions; and

5) readmission procedures are provided upon parental appeal for:

a) pupils who have served at least 5 school days of a suspension that exceeds 10 school days; and

b) pupils who are expelled from or subject to alternative reassignment at the school, at least 20 days after the effective date of the expulsion or alternative assignment (A.R.S. § 15-843).

HB2460 (suspension; requirements; K-4 students) introduced by Representative Pingerelli in the 2023, 56th Legislature, First Regular Session amended A.R.S. § 15-843 to provide exemptions for a school district or charter school from having to meet the prescribed criteria in certain circumstances.

HB2460 exempts a school district or charter school from having to meet the prescribed criteria for the suspension of a pupil in kindergarten or the 1st-4th grades as outlined in A.R.S. § 15-843 if:

- The expulsion is required for a pupil who is determined to have brought a firearm to a school within the jurisdiction of the school district or the charter school (A.R.S. § 15-841(G)); or
- The school district or charter school is suspending the pupil for two or fewer days and the aggregate suspensions for the pupil do not exceed ten days within the school year.

DSA Calendar 23-24

Desert Star Academy
 5744 Hwy 95 • Fort Mohave, AZ 86426 • 928-770-4523
 2023-2024 School Year Calendar

July 2023						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

24-27 Teacher In-Service Week
 27 Open House
 4-5:30pm-Scholars w/ last name A-L
 5:30-7pm-Scholars w/ last name M-Z
 31 First Day of School for Scholars

January 2024						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

3 Return from Winter Break
 5 Teacher PD Day
 15 No School - Martin Luther King Day
 19 - Friday School
 26 - Friday School

August 2023						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

18 - Friday School
 25 Teacher PD Day
 28 - After School Program Begins

February 2024						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

2 - Friday School
 12-13 No School
 19 No School - Presidents' Day
 23 Teacher In-Service Car Show Setup
 24 Annual Car Show
 26-29 Elem. Conferences AM/PM
 28-29 Middle S. Conferences 3:30-6pm
 29 End of Qtr 3

September 2023						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

4 No School - Labor Day
 8 - Friday School
 15 Teacher PD Day
 22 - Friday School
 28 End of Qtr 1

March 2024						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

1 - Friday School
 11-15 Spring Break
 12 Teacher PD Day
 29 - Friday School

October 2023						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

2-5 Elem. Conferences AM/PM
 4-5 Middle S. Conferences 3:30-6pm
 13 Teacher PD Day
 20 - Friday School
 27 - Friday School

April 2024						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

12 - Friday School
 19 Teacher PD Day

November 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

1 No School
 3 - Friday School
 10 Teacher PD Day
 16 Early Release
 20-24 Thanksgiving Break

May 2024						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

3 Teacher PD Day
 10 - Friday School
 16 Last Day of School - Early Release
 16 End of Qtr 4
 May 20 - June 13 - Summer School
 27 Memorial Day - No Summer School

December 2023						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

1 - Friday School
 7 End of Qtr 2
 Dec 18 - Jan 3 Winter Break

June 2024						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

DESERT STAR ACADEMY HANDBOOK ACKNOWLEDGEMENT

The purpose of this handbook is to provide information that will help with questions and pave the way for a successful year. School policies and procedures can change at any time. I understand that changes in School policies may supersede, modify or eliminate the information summarized in this handbook. As the School provides updated policy information, I accept responsibility for reading and abiding by the changes.

I hereby acknowledge that I have been given a copy of the Desert Star Academy Scholar handbook. I agree to read the handbook and abide by the rules, policies and procedures defined in this handbook.

The above rules and regulations were written and approved by the Desert Star Academy faculty and Governing Board members. They are fair and to be taken very seriously.

I _____(scholar) have read,
understand and agree to follow all of the rules stated in the scholar handbook.

Scholar Signature: _____ Date: _____

I (we) _____ [parent(s)/guardian(s)] have read,
understand and agree to follow all of the rules stated in the scholar handbook.

Parent(s)/Guardian(s) Signature: _____ Date: _____

