

GILBERT
PUBLIC SCHOOLS
2023/2024

Elementary Student Handbook



Public Notice of Nondiscrimination

Gilbert Unified School District does not discriminate on the basis of race, color, religion, national origin, ethnicity, sexual orientation, sex, (including pregnancy), gender identity, gender expression, genetic information, age (over 40), or disability in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of their operations. The District provides equal access to the Boy Scouts and other designated youth groups pursuant to the Boy Scouts of America Equal Access Act. The lack of English language skills shall not be a barrier to admission or participation in the District's activities and programs. The Gilbert Unified School District also does not discriminate in its hiring or employment practices.

This notice is provided as required by Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990.

Questions, complaints, or requests for additional information regarding these laws may be forwarded to the designated compliance coordinator(s) at 140 S. Gilbert Road, Gilbert, AZ 85296, or at the phone number or email listed below.

As to issues regarding disability
discrimination:

Ms. Fran Grossenbacher
Director of Special Education
Section 504/ADA Coordinator
Phone: 480-497-3377
discrimination@gilbertschools.net

As to issues regarding Sexual
Harassment: does not
discriminate

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Welcome Letter from the Assistant Superintendent of Elementary Education

Dear Parent^{er}

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**AWARENESS CONTRACT AND STUDENT CONDUCT POLICIES
FOR THE GILBERT PUBLIC SCHOOLS (GPS) 2023-24**

This “Awareness Contract” has been created in order to increase the safety and well-being of all students and staff in GPS. It confirms that all students and parents/guardians have received information regarding behavioral expectations (Student Handbook) as well as knowledge of access to all related policies via the GPS Website. [Videos](#) have been created to assist your understanding of this area.

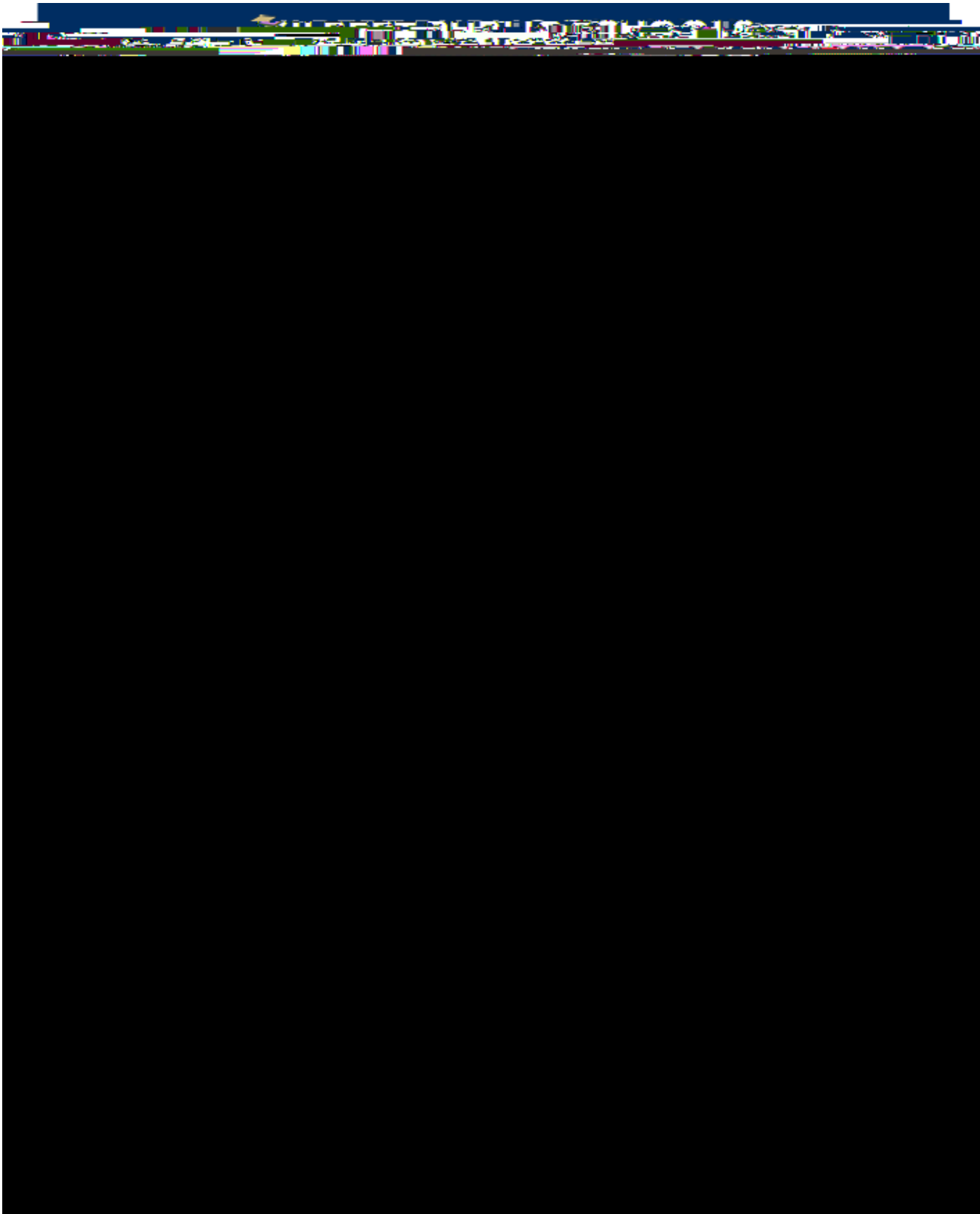
All Governing Board Policies and Administrative Regulations and the Student Handbook may be accessed at: www.gilbertschools.net Policies specific to “students” are primarily located in Sections I and J of the GPS Policy Manual. An “Awareness Video” is also located at each

BELL SCHEDULES

HIGH SCHOOLS

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MID F





Elementary School Information

Ashland Ranch Elementary

1901 S. Ashland Ranch Rd. Gilbert, AZ 85295

Principal: Suzanne Carlson
(480) 217-9900

Augusta Ranch Elementary

8250-
82502

85299

85291 Gilbert, AZ 85291

Call: 85291

Patterson Elementary

1211 E. Guadalupe Rd. Gilbert AZ 85234
Mr. Lucas Blackburn, Principal
(480) 892-2803

Playa Del Rey Elementary

550 N. Horne St. Gilbert, AZ 85233
Mrs. Amber Bickes, Principal
(480) 892-7810

Pioneer Elementary

1535 N. Greenfield Rd. Gilbert, AZ 85234
Mr. Ames Singley
(480) 892-2022

Quartz Hill Elementary

3680 S. Quartz St. Gilbert, AZ 85297
Dr. Joan Henry, Principal
(480) 855-5732

Settler's Point Elementary

423 E. Settlers Point Dr. Gilbert, AZ 85296
Mrs. Andrea Emerick, Principal
(480) 507-1481

Sonoma Ranch Elementary

601 N. Key Biscayne Dr. Gilbert, AZ 85234
Mr. Colin Kelly, Principal
(480) 497-9343

Spectrum Elementary

2846 S. Spectrum Way Gilbert AZ, 85295
Mr. Scott Thomas Principal
(480) 917-0117

Superstition Springs Elementary

7125 E. Monterey Ave. Mesa, AZ 85209
Dr. Tim Moses, Principal
(480) 641-6413

Towne Meadows Elementary

1101 N. Recker Rd. Gilbert, AZ 85234
Mr. Chip Pettit, Principal
(480) 854-1545

Val Vista Lakes Elementary

1030 N. Blue Grotto Dr. Gilbert, AZ 85234
Mr. Patrick Miller, Principal
(480) 926-6301

Other Important Contact Information

Dr. Shane McCord

Superintendent

140 S. Gilbert Rd. Gilbert, AZ 85296
(480) 497-3342

Dr. Jason Martin

Assistant Superintendent of Elementary Education

140 S. Gilbert Rd. Gilbert, AZ 85296
(480) 497-3344

Student Registration and Attendance

Regular attendance and punctual arrival at school are two habits that dramatically improve student achievement.

Enrollment

New students must provide proper documentation when enrolling. The following documents must be provided by the student and parent to the school's registrar.

- Birth certificate (or other reliable proof of student's identity and age) and student's passport certificate, if applicable; Social Security number; original school registration record; an affidavit certifying the inability to provide a duplicate birth certificate; or letter from the authorized representative of an agency in custody of the student [pursuant to state] certificate that the student has been placed in the custody of the agency as described by the
- Students must have a current registration record per A.R.
- Verification of domicile with a completed Arizona Residency Declaration form from the Department of Social Resources

Any change of a student's address or telephone number requires that the school office be notified. Parents should provide updated work numbers and emergency telephone numbers whenever a change occurs. A new address change requires that the school boundaries an [open-enrollment form \(Policy JEB-E\)](#) must be completed on school days of the change.

Absences

- Students who are not in school 90% of the school day (18 absences) may be retained. Documentation and successful completion of the retention level is required before a student will be considered for promotion.
- Students who are not in school 100% of the school day in which they have been enrolled, may be reported to the county as truant. See Policy [JE](#), [JE-E](#) and [JH](#).
- All students should be in class unless they are ill. It is very important that parents be notified as soon as possible if a student will be absent. If the school is not called, an automated call will be made to inform you of the absence.
- An excused absence is one in which the parent has notified the school within 24 hours of the student's absence.

Signing Students Out

- For the safety and pr



School Operations

Parents may access it



AngelSense and Similar Devices



If your student requires special diet accommodations

Service Animals/Animals in Schools

- The District complies with state and federal laws and regulations regarding the use of service animals by individuals with disabilities. See Policies [IMG](#), [IMG-R](#), and [IMG-E](#).
- iAnimals T-nservice R classroom

Health Information



Pursuant to A.R.S. 15-701, a student may not be promoted to the fourth grade if the pupil falls into the bottom 3% of minimally proficient on the reading portion of AASA or another reading assessment designated by the Teaching and Learning Department. A student may not be retained if data regarding the student's performance on the AASA or a successor test is not available prior to the following academic year. If a student is not retained due to the unavailability of the test data and is later shown that the student's reading performance falls in the bottom 3% of Minimally Proficient, the student must receive intensive reading intervention during the student's fourth grade year. A student may be promoted if one of the following exemptions exist: (1) students who are English Learners or Limited English Proficiency as defined in section 15-751 and have had fewer than two years of English language instruction; (2) a student with a disability if the IEP team and the parent agree that promotion is appropriate based on the student's IEP; (3) a student who is in the process of a special education referral or evaluation for placement in special education; or (4) a student who has been diagnosed as having a significant reading impairment, including dyslexia.

Classroom Teacher Assignment

GPS wants to provide the optimum learning environment for your child. Classroom teacher assignments are the responsibility of the principal.

Students with Disabilities

Special Education services are provided to students who are identified as indicated in the Individuals with Disabilities Education Act (IDEA). An Individualized Education Program (IEP) is a written program that outlines the special education services that are available based on the needs of the student.

CHILD FIND

Child Find is a component of IDEA. Child Find is the district's obligation to locate, identify, and evaluate all children with disabilities, ages birth to twenty-one, who reside within the district's geographical boundaries and are in need of early intervention or special education services.

- Early intervention services are provided to children ages birth to three. In Arizona, early intervention services are provided through the Arizona Early Intervention Program (or AzeIP). Contact AzeIP at 602-532-9960 or complete an online referral at www.azdes.gov/azeip if you have a child 0-3 years of age that you suspect may have a disability. You may also contact the Special Education Preschool Office (480-497-3471) for further assistance.
- Child Find Screenings are provided for district preschoolers. If you have a child 3-5 years of age that you are concerned may have a delay in development, and you live within the GPS boundaries, visit www.gilbertschools.net/advantage for preschool screening information.
- Special education services for school-age children in kindergarten through the age of 21 provide specialized instruction and services to assist children in the education environment. Contact your local school if you have a school age student that you suspect may have a disability.
- More information regarding the special education services that are available to students with disabilities can be found in GPS Board Policy [IHB](#) and its related Regulation and Exhibits.

STUDENTS WITH DISABILITIES COVERED BY SECTION 504

- Section 504 of the Rehabilitation Act is a federal statute that prohibits discrimination against students with disabilities in any of the District's programs or services.
 - A student is protected by Section 504 if he/she has or has had a physical or mental impairment that substantially limits a major life activity, has a record of such impairment or is regarded as disabled by others.
- The District will...

Additional Programs for Students

Advantage Preschool

Advantag

Pullout

Gifted pullout is an enriched and accelerated program to service the needs of academically gifted students. This model provides instruction in math and ELA at elementary campuses and is designed for h

Dual Language Program

Gilbert Elementary School offers parents the unique opportunity to enroll their children in a Spanish dual language program in Kindergarten through 6th Grade. This program allows students the advantage of learning their grade level content in two languages, English and Spanish. The focus of the program is to develop culturally responsive, active learners who are intellectually challenged and engaged.

Program Structure:

Participants in this program include both English native speakers and Spanish native speakers. The goal is for all students to learn both languages with native-like fluency. Instruction is presented 50% of the time in English and 50% of the time in Spanish.

Program Goals:

- Cognitive - DL students will perform as well or better than their non-DL peers on English and Math standardized tests.
- Cultural Competence - DL students will gain a deeper awareness and appreciation for e¥

Gilbert Public Schools Community Education

Community Education offers programs and classes for all children preschool through high school, including programs for before and after school and summer camps. For tuition, information and registration for ALL programs go to www.gilbertschools.net and choose Programs

Student Code of Conduct

Behavior Philosophy

- Appropriate conduct in the school is of extreme importance to students, school staff members, and parents. The maintenance of orderly conduct of students is necessary in every school situation to ensure health and safety of all and to maximize learning.
- The District's fundamental philosophical basis of appropriate conduct is that students are responsible for their own actions and are expected to show respect and consideration for the rights of others. These expectations are the basis upon which

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Student Discipline Policies

GPS Students are responsible for following all policies and regulations related to proper behavior.

The following policies and regulations are of particular importance and are outlined below. For more specifics and complete details associated with all policies and regulations, please visit: [ASBA Policy Bridge](#)

Information on specific policies and regulations: All policies and regulations which can be found at [ASBA Policy Bridge](#)

Unauthorized entry or use of District facilities.

Unlawful use, possession, distribution or sale of tobacco, alcohol or drugs, or other illegal contraband.

Conduct or speech that violates commonly accepted standards of the District and that, under the circumstances, has no redeeming social value; e.g., public display of affection, profanity or vulgarity.

Defiance of authority involving failure to comply with the directions from District employees or law enforcement officers acting in performance of their duties.

Defiance of authority involving failure to identify themselves to officials or law enforcement officers when requested to do so.

Carrying or possessing a weapon or dangerous instrument.

The District reserves the right to take disciplinary measures including, but not limited to, reprimand, detention, suspension or expulsion against students who violate student conduct as defined by the

- Policy ACAA and Regulation ACAA-R (**Title IX- Sexual Harassment**)

Title IX of the Federal Education Amendments Act protects people from discrimination based on sex in education programs or
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EXHIBIT

(To be displayed in school buildings and in student handbooks)

The Governing Board of the Gilbert Unified School District believes it is the right of every student to be educated in a positive, safe, caring, and respectful learning environment. The Governing Board further believes a school helps a student build a sense of community that promotes positive participation as citizens in society.

To assist in achieving a school environment based on the beliefs of the Governing Board, bullying, harassment, or

bullying: Bullying may occur when a student or group of students engages in any form of behavior that includes such acts as intimidation and/or harassment that

A. has the effect of physically harming a student, damaging a student's property, or placing a student in

B. is sufficiently severe, persistent or pervasive that the action, behavior, or

religious orientation, sexual orientation, cultural background, economic status, size or personal appearance.

child abuse or violations of statutes known to the staff member shall be treated in accord with statutory requirements and be reported to a law enforcement agency.

A person who complains or reports regarding hazing may complain or report directly to the school administrator or to a professional staff member. The professional staff member receiving the report/complaint shall retrieve sufficient detail from the person to complete

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Notification

McKinney-Vento Homeless Assistance Act

Every homeless student shall have access to the same educational opportunities as students who are not homeless. The Superintendent has designated a liaison for homeless students to carry out duties per the McKinney-Vento Homeless Assistance Act. A student identified as homeless has the following rights: immediate enrollment, school selection, the opportunity to remain enrolled in their school of origin, participation in programs for which they are eligible, transportation assistance and dispute resolution.

For homeless status qualification or more information, refer to: www.azed.gov/homeless/ GPS Board Policy **JFABD** and its Regulation and Exhibits, or contact

Asbestos Hazard Emergency Response Act

The District has developed an Asbestos Management Plan in accordance to regulations established in the

Annual Notification of Rights under FERPA for Elementary and Secondary Schools

The Family Educational Rights and Privacy Act (FERPA) affords parents and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education records.

These rights are:

1. The right to inspect and review the student's education records within a reasonable time and no more than 45 days after the day the District receives a

See the list below of the disclosures that elementary and secondary schools may make without consent.

- FERPA permits the disclosure of PII from students' education records, without consent of the parent 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 or eligible student, § 99.32 of the FERPA regulations requires the school to record the disclosure. Parents and eligible students have a right to inspect and review the record of disclosures. A school may disclose PII from the education records of a student without obtaining prior written consent of the parents 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)() - (a)(1)(i)(B)() 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 authorize 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 (SEA) in the parent or eligible student's State. 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 that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf, if applicable requirements are met. (§§ 99.31(a)(3) and 99.35)
- In connection with

for the care and protection of the student in foster care placement. (20 U.S.C. § 1232g(b)(1)(L))

- To the Secretary of Agriculture or authorized representatives of the Food and Nutrition Service for purposes of conducting program monitoring, evaluations, and performance measurements of programs authorized under the Richard B. Russell National School Lunch Act or the Child Nutrition Act of 1966, under certain conditions. (20 U.S.C. § 1232g(b)(1)(K))
- More information can be found in GPS Board Policy [JR](#), Student Records.

Annual Notice for Directory Information-Family Educational Rights and Privacy Act (FERPA)

FERPA, requires that the District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information (PII) from your child's education records. However, the District may disclose appropriately designated "directory information" without your prior written consent. The District's policy is to disclose directory information unless you advise the District to the contrary in writing. The purpose of directory information is to allow the District to make information from your child's education records available to the public. The District does not limit the following:

- Honor roll and other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is 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, but are not limited to, 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, as amended (ESEA) to provide military recruiters, upon request, with the following information – names, addresses and telephone listings – unless parents have advised the LEA that they do not want in be

Parental Access to Student Records

Arizona law allows for parents to have access to all written and electronic records of the District or a District's employee concerning that parent's child and to all electronic accounts of the parent's child, including all of the following:

1. Attendance records.
2. Test scores of school-administered tests and statewide assessments.
3. Grades.
4. Extracurricular activities or club participation.
5. Disciplinary records.
6. Counseling records.
7. Psychological records.
8. Applications for admission.
9. Health and immunization information, including any medical records that are maintained by a health clinic or medical facility operated or controlled by the school district or charter school or that are located on school district or charter school property.
10. Teacher and counselor evaluations.
11. Reports of behavioral patterns.
12. Email accounts.
13. Online or virtual accounts or data.

These records must be given to parents within ten (10) days of receipt by the District of a written request.

A parent may file suit against a school district or charter school that violates subsection a of this section in the superior court in the county in which the violation occurs. This section does not preclude a parent from filing a suit asserting a violation of this section or any other claim otherwise allowed by law.