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*Educating All Students for Success in Life*

**—Anchorage School District mission statement**

# Section I
# Anchorage School District Middle School Guidelines

## ACADEMICS

### Course Withdrawal Procedures

Once students have selected courses there will be no schedule changes, including withdrawals, after the beginning of the grading period except as determined by the principal.

Any student who is absent for the first three (3) days of a course may be withdrawn from that course. If this occurs, the student must reschedule.

No records shall be kept on a student withdrawing from a course with the principal's permission prior to the end of the tenth (10th) day of the course. If a student withdraws from a course with the principal's permission after ten (10) days of the course, they will receive their grade to date.

### Grading System

Reporting periods are nine-weeks in length. In middle level

time if it is determined that the users are engaged in unauthorized activity or are violating district policies and procedures

- Network administrators may review files and communications on ASD computers and networking devices to maintain system integrity and insure that users are using the system responsibly. Users should not expect that files stored on district servers will always be private

**Disciplinary action for misuse of privately owned devices at district facilities shall be consistent with the district's policies and procedures. Any searches of student-owned devices shall be done in compliance with the district's search and seizure policy. Violations may be cause for removing the individual's access privileges, suspension of use of the privately owned device in district facilities and other disciplinary actions and/or appropriate legal action.**

# ATTENDANCE INFORMATION

### Non-resident tuition

By state law, all non-resident students attending schools of this district shall pay in advance the regular school tuition rate. (AS 9.030) This law pertains to students whose parents are not residents of the Municipality of Anchorage and who are not in the custody of a district resident. (ASD Policy Section 431.2) For more information about non-resident tuition, please contact the school principal.

### Attendance Requirements

Alaska State Statute 14.30.010 states that "Every child between seven and sixteen years of age shall attend school at the public school in the district in which the child resides during each school termh5 Tm5i/n25i2ain

Withdrawal **during the last 15 days of school**: withdrawal grades to date given with grades becoming final if student does not report to a receiving school.

### Excessive Absences

Regular, timely attendance is expected of all students. ASD considers regular student attendance to be one of the most important determinants of student academic success. Students need to be at school on time and ready to learn every day. If a student misses ten (10) or more days in a semester, excused or unexcused, he/she is considered to have excessive absences. A student may be identified as habitually truant because of excessive absences.

### Truancy

Truancy is defined as an unexcused absence of a student for a class or classes (e.g., skipping one or more classes, leaving school without permission).

Parents are notified of all truancies by School Messenger through the automated attendance phone notification.

Disciplinary action for truancies will be taken as follows:

1. Parents are notified of the first truancy by School Messenger through the automated attendance phone notification. Detention or work detail may be assigned and the attendance policy will be explained.
2. Parents are notified of subsequent truancies through the automated attendance phone notification. Subsequent truancies may result in detention or other appropriate disciplinary action.
3. The student may be designated as habitually truant after five (5) truancies or ten (10) or more absences, excused or unexcused in a semester. Notification of a student as habitually truant is done in writing. Chronic, habitual violation of the attendance policy may result in withdrawal from school. After the designation of a student as habitually truant, the provision of notice of the designation and a determination of a lack of cooperation from either the parent/guardian, and/or student in remediating the situation, the habitually truant student and/or parent/guardian of the student may be cited under AMC 8.75.065.

If a truancy occurs during a quarter resulting in withdrawal from school, the student may re-enter at the beginning of the next semester. Truancies count through the entire semester.

## BUS RULES

### ELIGIBILITY

Students who live more than a mile and a half from school, or must cross a designated hazardous road area, are provided bus transportation. Students who lotter to a school other than their neighborhood school must provide their own transportation to and from school, unless approved in writing by the transportation department.

### ALL TIMES

1. Exercise good manners, caution and consideration for other people.
2. Follow the directions of the bus driver; his/her primary concern is for your safety.
3. Identify yourself upon request. State both your first name and last name when asked.
4. The driver may assign students a seat.
5. Students must not have anything in their possession that may cause injury to another.
6. Students eligible for transportation must use the bus stop closest to their home.
7. Students must ride their assigned bus unless presenting a note to the driver from their parent/guardian that has been initialed by the principal or his/her designee.
8. Proper classroom behavior is expected of all students while walking to and waiting for the bus.
9. Buses will shut their doors at departure time at school. No tardy students will be allowed to board while the buses are leaving. Students could be injured by buses departing the loading zone.
10. Stay out of the danger zone (15 feet from the bus in all directions) at all times.

### WALKING TO THE BUS STOP AND WAITING FOR THE SCHOOL BUS

1. Respect private property. Do not litter or trespass.
2. Walk on the left side of the road facing traffic.
3. Be at your stop five minutes ahead of time. Your school bus driver has a schedule to keep.
4. Stay a safe distance from the roadway.
5. Students must cross the roadway only in front of the school bus when given the signal to do so by the school bus driver.
6. Be in line when the school bus approaches.
7. Wait to approach the bus until the bus has come to a complete stop — don't play or push others.
8. Let smaller children board first.
9. Students must use the same bus stop closest to their home, getting on and off the bus.

### BOARDING THE SCHOOL BUS

1. Do not push, crowd or disturb others.
2. Always use the handrail and go up the steps one at a time.
3. Go directly to your seat and be seated.
4. Except for service animals, no animals of any kind are allowed on the bus.
5. Ice skates must have protective guards on the blades and be placed inside the backpack.
6. Skis, poles, hockey sticks, skateboards, scooters and other sharp edged objects will not be permitted on the school bus.
7. The following musical instruments will not be transported on a school bus: guitars, cellos, baritones, double basses, French horns, trombones, saxophones (tenor & baritone) and drums.

### CONDUCT ON THE SCHOOL BUS

1. Keep the aisle and exits clear.
2. Place backpacks and other gear on your lap.
3. Remain seated until the bus has come to a complete stop and get off only at your regular bus stop.
4. Avoid loud talking, confusion or anything else that might distract the driver.
5. Never sit in the driver's seat or interfere with the driver in any manner.
6. Keep quiet near railroad tracks so the driver can listen for trains.
7. Keep head, arms and body inside the bus.
8. Do not throw objects inside the bus or out of the bus.

9. Eating and drinking is not allowed on the school bus. Chewing, using, or possessing alcohol, drugs or controlled substances or chewing gum on the bus is prohibited.
10. Windows may be opened two clicks only with the permission of the bus driver.
11. Refrain from defacing or damaging the bus and always assist in keeping it clean. Students will be expected to pay for any damage or vandalism of the bus, seats, or any other equipment.
12. All students must be seated, facing forward with feet on the floor.
13. In general, all students riding a school bus will observe classroom conduct.
14. The emergency door and exit controls may be used only during supervised drills or actual emergencies.

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2. Violations of the Drug/Alcohol/Tobacco rule as specified in Anchorage School District regulations.

Denial from participating with the activity for a period of time (to be determined by coach/principal) may result from the following:

1. Insubordination
2. Obscene gestures; swearing
3. Provocation
4. Fighting
5. Stealing/Theft
6. Hazing/Initiation
7. Other disciplinary situations which may arise.

**During an appeal process the student shall not participate in the group's activities until the appeal process is completed.**

A student who is suspended out of school for any reason will not be eligible to practice or play any sport during the period of suspension.

Any sanction imposed under these Participation Guidelines is separate and distinct from any sanction which may be proposed for violation of any other school disciplinary requirement.

## Eligibility and Guidelines for Interscholastic and Intramural Sports Program

1. Students must have ten (10) days of practice before they are eligible to compete in a game/meet.
2. Parental signature must be on file, indicating parental notification of athletic participation and eligibility requirements has occurred, i.e. Middle School Activity Participation Form.
3. In order to participate in activities, a student must be in attendance a minimum of one-half day, except for extenuating circumstances approved by an administrator.
4. If any student is suspended out of school, they will not be allowed to participate in any activity for the duration of the suspension.
5. Approved athletic apparel is to be worn only during sponsored practices, activities, and assemblies and on the day of games. All uniforms must be approved athletic apparel. All uniforms must be returned to the coaches no later than one week after the last day of participation.
6. Equipment issued to an athlete is his/her responsibility for return or replacement. Students shall not be permitted to participate in any other sport until the equipment is returned, replaced or paid for.

## Spectator's Responsibility

All student spectators must leave school at 2:45 p.m. They are allowed to return to watch the activity if accompanied and supervised by an adult.

Spectators are expected to:

1. Remember that the game is for the players. They are here because they want to play and enjoy the experience. Your good sportsmanship will enhance this educational experience.
2. Refrain from distracting the players during play.
3. Recognize and appreciate skill in performance regardless of affiliation. Applause for an opponent's good performance is a demonstration of generosity and good will.
4. Treat the officials with respect before, during, and after the contest. We cannot play the game without officials as they are an integral part of the game, and they should be considered impartial arbitrators.
5. Display good conduct. The administrator has the authority to remove any spectator who does not conduct himself/herself

# HARASSMENT AND/OR DISCRIMINATION POLICY

The Anchorage School District affirms the right of all students and employees to pursue their education or occupation with dignity in a safe environment. Harassment and/or discrimination of employees and students will not be tolerated in the Anchorage School District. Anchorage School District includes school district facilities, school district premises and non-school property if the student or employee is at any school sponsored, school approved, or school related activity or function, such as field trips or social and athletic events where students are under the control of the school district or where the employee is engaged in school business.

It is prohibited to harass, discriminate against, or grant a discriminatory advantage based on race, creed, gender, national origin, age, marital status, political or religious beliefs, physical or mental conditions, family, social, or cultural background, or sexual orientation. Harassment and/or discrimination by board members, administrators, employees, parents, students, vendors, and others doing business with the school district is prohibited. Employees and students whose behavior is found to be in violation of this policy will be subject to discipline, up to and including discharge, suspension, or other appropriate action. Other individuals whose behavior is found to be in violation of this policy will be subject to appropriate sanctions as determined and imposed by the superintendent or board.

Sexual harassment shall include, but not be limited to unwelcome sexual advances, requests for sexual favors, and other verbal or physical contact of a sexual nature when:

- submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or a student's education or other school status.
- submission to or rejection of such conduct by an individual is used as the basis for employment or educational decisions affecting such individual, or
- such conduct has the purpose or effect of unreasonable interference with an individual's work performance, educational

investigate the suspected child abuse or neglect before they make the required reports to the Office of Children Services and/or the Anchorage Police Department.

## Directory Information

Student directory information may be released at the discretion of the school unless the principal has been notified in writing by the student or parent/guardian that some or all of the information shall not be designated as directory information. Directory information includes: student name, address, email, year of birth, enrollment, dates of attendance, grade level, degrees and awards received, date of graduation, name of secondary school most recently attended, scholarship eligibility, participation in officially recognized activities and sports, and height and weight of members of interscholastic athletic teams.

In two instances, the district is required by law to release certain contact information regarding middle and high school students, unless the parent/guardian objects. First, the district is required to provide to the University of Alaska the names and addresses of those students eligible for UA scholarship programs. Second, upon receiving a request from military recruiters and/or institutions of higher learning, the district must provide names, addresses and telephone listings.

If you do not wish to have this information released, please contact your school principal.

## School Counseling

Middle level counselors facilitate successful transitions for all students by collaborating with them, their families, their school, and their community. Counselors facilitate, plan, and provide leadership for student-centered teams aimed at increasing the relevance of education and enhancing the overall middle school experience for students. To achieve those goals they provide effective guidance counseling services to students and parents; work toward integrating sound practices in curriculum, instruction and assessment in their school and district; help coordinate human resources to assist students; and promote high standards in education and the counseling profession.

## Identification Cards

Each student will receive a student identification card. This card should be carried by the student at all times and is to be shown for identification upon request by any faculty member or official member of the district staff.

student academic learning and other school activities, including providing opportunities and support for the following:

That parents play an important role in supporting their child's learning and the overall educational program and environment of the school;

That parents are encouraged to be actively involved in their child's education at school and at home; and

That parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child. The district shall provide full opportunities for the participation of all parents, including those with limited English proficiency, parents with disabilities, and parents of migratory children.

### Planning

As part of their annual improvement planning, schools and the district, with the involvement of parents, will develop and evaluate comprehensive plans for parent involvement. These plans should be designed to detail ways in which the district or school will:

1. Involve parents in developing district or school improvement plans
2. Offer technical assistance and coordination to help schools plan parent involvement activities to improve student and school academic performance
3. Build school and parent capacities for strong parent involvement
4. Coordinate and integrate parent involvement strategies with other programs
5. Annually evaluate with parents the effectiveness of the policy as implemented in each school and the district in achieving academic improvement. The evaluation must include identification of barriers to parent involvement, especially barriers to parents who are economically disadvantaged, disabled, have limited English proficiency, have limited literacy, or belong to a racial or ethnic minority.

### School and District Responsibilities

1. Help parents understand state and local assessment of their children's progress and how to monitor progress and work with educators
2. Provide parents with materials and training to improve their children's achievement, such as literacy training, use of technology, and enhancing parenting skills
3. Educate teachers, administrators, and other school staff about the value of and methods of reaching out to parents as equal partners
4. To the extent practicable, ensure that information about school and parent programs is in a format and langams is in a foreeulls3.

# TITLE IX

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# Section II
# Statement of Rights and Responsibilities

The Statement of Rights and Responsibilities are designed to protect all members of the school community and the Anchorage School District in the exercise of their rights and duties. They must be implemented consistent with state and federal law.

*Note: Students with disabilities refers to both students with identified disabilities and students with suspected disabilities. A student with suspected disabilities may assert the rights and protections of a student with identified disabilities. The circumstances under which a student will be deemed to be a student with suspected disabilities and the additional rights and protections under state and federal law provided to a student with disabilities are summarized in Appendix A-1.*

### Preamble

This policy and the rules and regulations of each school are the laws of that school community. Students, parents and staff all have responsibilities as members of a school community. Each must, to the extent consistent with state and federal law, do the following:

1. Respect and follow the laws of the school community;
2. Respect the rights of other members of that community; and
3. Help meet educational goals through cooperation.

Disciplinary action can range from an verbal warning to expulsion. The ASD will try to apply discipline that is progressive in most situations. However, the disciplinary action applied in any particular case will depend upon the specific circumstances, and ASD reserves the right to apply whatever disciplinary action is appropriate in each case. The appropriate level of discipline requires professional judgment and should be based on an individualized evaluation of the conduct and the student involved. The factors that may be considered include, but are not limited to the following:

1. The potential for harm;
2. The student's prior disciplinary record; or lack of any prior offense;
3. Discipline imposed on others in similar situations;
4. Maintaining an appropriate educational environment;
5. Other relevant factors or circumstances; and
6. For students with disabilities the determination as to whether disciplinary action or another consequence is the appropriate corrective action must be consistent with Appendix A-1 and state and federal law.

### Due Process

Every student has a right to due process. Discipline should be fair and reasonable. Before any disciplinary action is taken, a student will be given "due process," which is an opportunity to do the following:

1. Find out what the school thinks the student did wrong;
2. Present the student's side of the story.
3. A student with a disability is entitled to the same opportunity as described in Par. 2, with the provision for reasonable accommodations consistent with the child's IEP or 504 plan and the rights and protections pursuant to the IDEA or Section 504.

### Non-Discrimination

This Statement of Rights and Responsibilities will be enforced fairly and uniformly without regard to race, ethnicity, national origin, religion, sex or gender, sexual orientation, or disability.

### Jurisdiction

The following rules apply on school grounds, at school activities on and off school grounds, on school buses, and at school bus stops. These rules also apply to acts that:

1. Begin on school grounds and end off school grounds; or
2. Begin off school grounds and continue on school grounds;
3. Pose a likelihood of disruption of education or conduct at the school; or
4. Occur when the student is on the way to school or leaving school.
5. In addition, students may be disciplined for behavior on or off school grounds that takes place at any time if the behavior clearly has negative consequences for the welfare, safety, or morals of other students or a person employed or volunteering at the school. The District should not exercise this jurisdiction with respect to conduct that has little or no actual or likely impact on the school community.

*Note: AS 14.30.045. (Revised 6/14/99)*

### Rights, Responsibilities and Limitations

A student who engages in any prohibited conduct or fails to abide by any requirement of this Statement of Rights and Responsibilities shall be subject to appropriate corrective action which can range from a verbal warning to expulsion. No system of rules can provide for every situation, and the District may prohibit and discipline other offenses not specifically listed that interfere with the education, safety, welfare, or morals of students, employees, or volunteers. .

### Students Experiencing Disabilities

Students with disabilities are expected to follow the standards of behavior as described in this Statement of Rights and Responsibilities unless their IEP/504 plans (or behavior intervention plans) provide otherwise. Whether the corrective action for a student with disabilities who is found to have violated these standards of behaviors is discipline or some other consequence must be determined in accordance with the provisions of Appendix A-1. A copy of the additional rights of students with disabilities set forth in the Notice of Procedural Safeguards and 504 policy is available from the Anchorage School District Special Education Department or the school principal.

### A. Student Behavior/Prohibited Conduct

1. **Accessory to an Act (Aiding, Inciting, or Encouraging Prohibited Conduct)** Acting as an accomplice or in any way aiding, assisting, facilitating, or encouraging the preparation, instigation, commission or aftermath of prohibited conduct is prohibited. A student with knowledge or information regarding a potential or actual criminal or violent act within the jurisdiction of the district should immediately report such information to a teacher, counselor, school administrator, or other school employee. Failure to report direct personal knowledge of a criminal or violent act may be considered facilitation of the act where the student fails to take a clear opportunity to prevent or minimize the act. Attendance to observe a prohibited act may constitute a violation
2. **Arson/Fire** Damaging or attempting to damage property by the setting of fire, the causing of an explosion, or trying to start a fire or explosion is prohibited.
3. **Assault** Intentionally or recklessly causing or threatening physical injury to another person or placing another person in fear of immediate physical injury is assault and is prohibited. A student

under any local, state, or federal law; or any drug or chemical substance that can be legally obtained but which has been obtained through illegal means.

2. Alternatives to illegal drugs such as designer or synthetic drugs, whether or not prohibited by law, which include, but are not limited to: herbal or plant products with properties that impair, restrict or alter normal cognitive function (such

participates in a fight is subject to long-term suspension or expulsion.

24. **Fireworks/Explosives** The possession or use of fireworks, explosives and/or incendiary devices on school property is prohibited.
25. **Inappropriate Sexual Behavior** Inappropriate sexual behaviors are prohibited. This includes, but is not limited to, de-panting or attempting to de-pant a student, indecent exposure, and entering an opposite sex locker room or restroom facility.
26. **Internet/Email or Network/Computer Misuse** Students are required to use school computers, school or district networks, and the internet system in an appropriate manner. Inappropriate use of computers, school or district networks, internet, email, ASD equipment used in ASD facilities, or at/for ASD events, is prohibited. Inappropriate use may include, but is not limited to, the following:
    - Accessing, sending or displaying offensive messages or pictures
    - Using obscene language
    - Harassing, demeaning, defaming, insulting, threatening or attacking others
    - Violating copyright laws
    - Using another's password, impersonating another person
    - Trespassing in another's folders, work or files
    - Deliberately damaging hardware or software
    - Employing the ASD or school network for commercial purposes
    - Using district computers for illegal activities
    - Plagiarism (claiming work done by someone else as one's own)

    Violations may result in loss of computer, network, and email privileges, withdrawal from or failing computer-related class(es), as well as other disciplinary or legal action including recommendation for suspension and/or expulsion.

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recommended by the Superintendent to the School Board after the student has met the conditions of reinstatement as follows: The student must submit a letter of application for reinstatement to the Superintendent that includes a statement from a forensic psychologist that the student will not pose a danger or threat to students or staff while attending classes or other school-sponsored activities.

After a full review of the reinstatement application, the Superintendent will make a recommendation to the School Board as to whether to reinstate the student and under what specific conditions the student may be reinstated.

e. Possession of a weapon other than a firearm or deadly weapon is prohibited and will result in disciplinary action.

37. **Willful Disobedience** Refusal or failure to comply with a reasonable request made by staff is prohibited. In addition, a student may not disobey applicable rules that the student knows or should know. This includes, but is not limited to, classroom rules, rules for appropriate bus conduct, rules for use of the internet and email, and rules for extracurricular activities and athletics.

grounds or of the possessions of students entering the school. Advanced notice that the District will conduct this type of search shall be given. The search will not be more intrusive than reasonably necessary to meet the objectives of the search. Before search of a vehicle or possessions, the student or driver may deny the search but will then be denied entrance.

g. Emergency Exception For all types of searches described above, when an administrator has reasonable cause to believe, on the basis of information from direct observations by school personnel or others, that a student possesses any weapon or dangerous material which poses an imminent threat to life or property, he/she may authorize an immediate search of the student's person or possessions. In such a case, the student's parent or guardian will be notified by telephone of the search as soon as possible. No physical force may be applied during any search of the student unless there is an immediate threat of imminent danger to persons or property.

placed on Emergency Suspension. Failure to submit a written request for a hearing within five (5) days of the notification of the short-term suspension shall constitute a waiver of any right to a hearing, and the student will, therefore, not be entitled to a hearing.

(1) The request for appeal must be in writing.

(2) The letter must describe the reasons for appealing.

(3) The reason for appeal must be either a substantial and significant misunderstanding of the facts or that the student was not given due process as specified in this document.

b. The hearing shall be held as soon as possible after receipt of the written request and the hearing shall be held before an individual or disciplinary committee other than the individual who imposed the suspension.

c. No persons other than the student, the parents or guardians, and the individual who imposed the suspension may appear at the hearing unless the individual designated to hold the hearing, in his or her sole discretion and considering issues of confidentiality, allows other persons to be present as requested by the student or administration. In addition, the individual holding the hearing may allow those with knowledge of facts relevant to the suspension/simple discipline to attend the hearing to describe their knowledge of the facts.

d. The decision of the designated individual will be announced in writing within two (2) school days after the hearing ends and shall be final. There is no right of further appeal.

**2. Formal Hearings for Long-Term Suspension, Alternative Placement, or Expulsion and Simple Discipline Prohibiting Attendance at School-Sponsored Extracurricular Programs or Activities, Social Events, or a Student's Senior Graduation**

including public opinion polls, and shall have the responsibility not to abuse that right. A poll must not interrupt class time unless authorized by the school principal or his/her designee.

### F. Student Surveys

The District may conduct or administer surveys of students for the purposes of study, the improvement of education, or class assignment. No student may be required to participate in a questionnaire or survey if the student objects to participation.

**Requirements for Parental Permission:** In administering surveys or questionnaires in the schools, the District shall comply with state and federal laws concerning parental permission.

**Annual permission:** Each year, the District may seek the permission of each parent/guardian for their child to participate in anonymous questionnaires or surveys. The permission will be valid for the remainder of the school year or until the parent/guardian submits a written withdrawal of permission to the school principal or designee.

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a. The parent of the student has expressed concern in writing to supervisory administrative personnel at ASD, or a teacher of the student, that the student is in need of special education and related services;
b. The parent of the student has requested an evaluation of the student as provided under IDEA; or,
c. The teacher of the student, or other personnel at ASD, expressed specific concerns about a pattern of behavior demonstrated by the student directly to the Director of Special Education at ASD or to other ASD supervisory personnel.

ASD shall not be deemed to have knowledge that the student is a student suspected of having a disability if the parent of the student has not allowed an evaluation of the student as provided under IDEA or has refused services under IDEA or the student has been evaluated under IDEA and ASD determined that the student was not a student suspected of having a disability.

If ASD does not have knowledge that a student is a student suspected of having a disability as described above prior to taking disciplinary measures against the student, the student may be subjected to the same disciplinary measures applied to students without disabilities who engaged in comparable behaviors consistent with the following limitations.

If a request is made for an evaluation of a student during the time period in which the student is subjected to disciplinary measures, the evaluation shall be conducted in an expedited manner. Until the evaluation is completed, the student remains in the educational placement determined by ASD, which can include suspension or expulsion without educational services. If the student is determined to be a student with an identified disability, taking into consideration information from the evaluation conducted by ASD and information provided by the parents, ASD shall provide special education and related services, except that, until the results of the evaluation, the student shall remain in the educational placement

The interim alternative educational services provided must enable the student to continue to participate in the general education curriculum (although in another setting), to progress toward meeting the student's IEP goals, and receive, as appropriate, a functional behavioral assessment and behavioral intervention services and modifications, that are designed to address the behavior violations so that it does not recur. These services need not duplicate every aspect of the programs and services the student currently receives.

Unless ASD has removed a student with disabilities for not more than 45 school days due to conduct involving weapons, drugs, or serious bodily injury, if an MDR team determines that the student's conduct was a manifestation of the student's disability, the student must be returned to the placement from which the student was removed unless the parent and the ASD agree to a change of placement. On the other hand, where the MDR team determines that the student's conduct was not a manifestation of the student's disability, the student is removed by the ASD for not more than 45 school days for violations of the Code of Student Conduct involving weapons, drugs, or serious bodily injury or the ASD has obtained an order that maintaining the student's current placement is substantially likely to result in injury to the student or others, an IEP/504 team must determine the interim alternative educational services to be provided to the student.

The parents of a student with a disability, in addition to requesting a hearing to dispute the determination of an MDR team that a student's conduct was not a manifestation of the student's disability, may also request a hearing disputing the appropriateness of the IEP/504 team's determination regarding interim alternative educational services, the ASD's removal of the student for not more than 45 school days for

# Contacting the Anchorage School District

[illegible]

First, talk to the person involved, to the teacher, assistant principal or school principal about the situation. If the problem cannot be solved at the school, call the appropriate administrative office:

General Information . . . . . 742-4000

Chief Academic Officer . . . . . 742-4321
EEO . . . . . 742-4132
Elementary Education . . . . . 742-4254
Elementary Special Education . . . . . 742-3886
Secondary Education . . . . . 742-4249 or 4256
Secondary Special Education . . . . . 742-3888 or 3889
Minority Education Concerns Advisory Committee . . . . . 742-4321
Special Education Executive Director . . . . . 742-4236
Superintendent . . . . . 742-4312

Parents of students attending schools on military installations may also contact:
Military Education Liaison Adele Daniels. . . . . 384-1505

Municipality of Anchorage:
Municipal Ombudsman . . . . . 343-4461

For issues regarding special education or 504 issues:
Disability Law Center. . . . . 565-1002

Citizen complaint forms are available at school offices and the Anchorage School District Education Center, 5530 E. Northern Lights Blvd., Anchorage, AK 99504-3135, (907) 742-4000.

Anchorage School District has a comprehensive website: [illegible]

# Graduation Requirements

Students must complete 22.5 credits to receive a high school diploma.

1. **English Language Arts (ELA) . . . . . 4 credits**
   Four years of ELA are required: English I and II, and English III and IV or their equivalents
2. **Social Studies . . . . . 4 credits**
   World History, U.S. History, one semester of Alaska Studies, one semester of Economics, one semester of United States Government, one semester of a Social Studies elective. Students may waive the .5 credit social studies requirement by completion of Level III of a world language (ASL, Chinese, French, German, Japanese, Latin, Russian, or Spanish); immersion students may waive the .5 social studies requirement by completion of Japanese for Fluent Speakers I, Vistas Juveniles del Mundo Hispano, or Russian Immersion Youth and Culture.
3. **Mathematics. . . . . 3 credits**
   Six semesters of Mathematics electives. In order to satisfy the algebra requirements, students must complete one of the following options: Algebra I, semester 1 and 2; **or** Survey of Algebra, semester 1 and 2; **or** Credit-by-Choice Challenge by Examination.
4. **Sciences . . . . . 3 credits**
   Three years (six semesters) of science credit are required. Two semesters must be life science. Two semesters must be physical science.
5. **Physical Education/Health Education . . . . . 1.5 credits**
   Three semesters of physical/health education are required. A wide variety of courses are offered at each school. Elective credit must be earned to replace a Physical Education/Health Education requirement that is waived.

   A) Students may obtain a waiver of .25 of the physical education graduation requirement for each full season of ASAA-sanctioned sports participation within the Anchorage School District.
   B) Students may also waive comparable physical education requirements through Credit By Choice, correspondence, or college coursework in Physical Education/Health.
   C) A maximum of 1.0 waiver of the physical education requirement is available upon successful completion of 2 years (four semesters) of JROTC.
4. **Electives . . . . . 7 credits**
   Fifteen semester courses have not been specified so as to provide students an opportunity to pursue individual educational goals. Electives may include additional courses in Language Arts, Social Studies, Mathematics, Science, Technology, Fine Arts, World Languages, Physical Education and Career Technology.

**Total 22.5 credits**

a. A student may be considered for graduation when he or she has acquired a minimum of 22.5 credits after grade 8 in required and elective subjects.

b. Seniors entering the ASD for the first time may graduate by meeting requirements of their previous school when the ASD requirements create hardship.

# Anchorage School District

## 2022–23 School Year Calendar*

### July

| 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 | | | | | | |

### August

| 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 | PK/K | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

### September

| 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 | |

### October

| 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 | | | | | |

### November

| 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 | | | |

### December

| 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 |

JULY

4 Independence Day holiday

AUGUST

15 Teachers' first day

16 17 State released professional development day**

18 Classes begin

25 Classes begin for Preschool/ Kindergarten†

### January

| 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 | | | | |

### February

| 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 | | | | |

### March

| 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 | |

### April

| 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 | | | | | | |

### May

| 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 | | | |

### June

| 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 | |