

IntelliSchool Student Handbook

2025-2026



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Mission Statement

IntelliSchool will provide an innovative, non-traditional high school learning environment, completely computer driven and entirely self-paced. IntelliSchool's academic approach will allow special education, learning disabled, the at-risk youth (which includes students with disruptive behavior issues, students who are significantly behind in credits, students who have been identified as dropouts, students who are pregnant or parenting and students who have been adjudicated) and other students who are interested in careers in the computer, technology and communications arenas to obtain their high school diploma.

Vision Statement

IntelliSchool believes that through a customized curriculum, a flexible schedule, individualized attention and a safe school environment, every student can and will succeed.

Our Students

IntelliSchool students will aspire to be Respectful, Responsible, and Resilient

A Letter from the Superintendent

Dear Parents, Guardians, and Students,

Welcome to the IntelliSchool community. We are not a traditional school, but we have been a solution for thousands of students that have struggled in a traditional school setting. We care about students and their needs, as do most schools, but we have an advantage. Because of our small size, individualized approach, and self paced curriculum we can offer a variety of solutions to help remove the barriers between students and their high school diploma.

This academic year, our primary focus is to hold students to a higher level of rigor. We will do our best to push students academically. Our schools have traditionally served a high percentage of students with poor attendance and behavior issues. We have focused on helping students overcome the barriers to their academics, but we also encourage our students to push themselves academically. At IntelliSchool, we recognize that life can get in the way of school, and that students must overcome obstacles and stay resilient to reach their goals. We also want students to raise their expectations and fulfill their potential.

IntelliSchool will continue to offer a variety of options in our academic offerings. Teachers will continue to provide Direct Instruction classes in Math and English Language Arts. There will also be new opportunities in CTE, STEM and elective Direct Instruction classes. Our computer-based platform, Schools PLP, will provide more video instruction and engaging activities than it has in the past. Our full time counselors and dedicated teachers will have even more tools to help students grasp academic concepts, achieve graduation, and pursue success in their future.

We strongly encourage parents and guardians to actively participate in their student's education by maintaining regular communication with school staff. If you have questions or concerns, please don't hesitate to reach out to your principal, secretary, counselors, or teachers. Your involvement is invaluable in our shared goal to engage students and support them on their journey to a high school diploma and also pave the way for a better life in the future.

Thank you for being an essential part of the IntelliSchool community.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mick McElhinney', with a long horizontal flourish extending to the right.

Mick McElhinney
Superintendent

ENROLLMENT PROCESS

IntelliSchool has an open admissions policy for all high school-aged students. IntelliSchool does not discriminate on the basis of race, gender, national, or ethnic origin in the administration of any of its policies or any school-administered programs. Anyone interested in attending should complete an enrollment registration form online or in person. Before attending school, please provide immunizations or shot records, per A.R.S. § 15-872(B), which states, “A pupil shall not be allowed to attend school without submitting documentary proof to the school administrator unless the pupil is exempted from immunization pursuant to section 15-873.” Also, provide a copy of the student’s birth certificate or other proof of identity and age pursuant to A.R.S. §15-828. If the birth certificate or other proof of identity and age is not received within 10 days of the student’s first day of attendance, IntelliSchool is mandated by A.R.S. §15-828(E) to report to the local law enforcement agency that the student may be a missing, abducted or exploited child.

Pursuant to A.R.S. § 15-802(B) statute requires school districts and charter schools to obtain and maintain verifiable documentation of Arizona residency upon enrollment in an Arizona public school. The proof of residency document is part of the enrollment process and is designed to assist school districts and charter schools in meeting the legal requirements of the statute. The documentation required by A.R.S. §15-802 must be provided each time a student enrolls in a school district or charter school, and reaffirmed during the district or charter’s annual registration process via the district or charter’s annual registration form, online or in person.

While IntelliSchool makes every attempt to accommodate all students seeking enrollment, the receipt of a registration form in no way guarantees immediate admission. When the demand for enrollment exceeds the enrollment limits, a waiting list is established based on the student’s enrollment date. When there are two or more “applicants” with the same enrollment date and only a limited number of openings, a lottery is conducted to determine the next student to be enrolled.

Students are required to attend their assigned 4 hour session, 5 days a week. They are encouraged to stay for additional instruction time, but are not free to make their own schedule. Students that need flexibility because of work, family issues, or would like to stay more than four hours a day can discuss options with the principal.

Once a student is enrolled, parent/guardian and student must attend an in-person orientation session with the principal and the orientation team. The principal will discuss the following:

- School rules
- Attendance policies`
- Credits required for graduation
- Logging in to Schools PLP and other academic systems
- Checking student grades and progress
- Future interests of the student
- Any questions the parent/ guardian and student may have for the principal

Not only does attending an orientation session familiarize families with the fundamentals of IntelliSchool, it also provides the opportunity to build a positive relationship from the very start with site staff. Strong relationships with teachers and school staff can dramatically enhance students' level of motivation, and therefore promote learning. Students who have access to supportive relationships are more academically engaged, have stronger social skills, and display more positive behavior. These relationships have been shown to be a protective factor for students at-risk for failure by helping them to build resilience and self-regulation skills.

SPECIAL CONSIDERATIONS

Students who received a medical or extreme personal hardship withdrawal from IntelliSchool and wish to return to IntelliSchool are given the highest consideration when re-enrolling. IntelliSchool also provides special consideration to siblings of current or former students. In an attempt to reduce Arizona's high dropout rate, IntelliSchool provides special consideration to any student who is either of adult age (18 and over) or who can be classified by credits earned as a "senior."

GOALS OF THE SCHOOL

MASTERY-BASED EDUCATION

IntelliSchool students are required to demonstrate mastery in all core academic subjects required by the Arizona Department of Education. IntelliSchool sets mastery level at 70% for a passing ("C") grade. IntelliSchool provides tutoring and test prep sessions for State assessments or struggling students.

90-100 = A

80-89 = B

70-79 = C

SKILL DEVELOPMENT

IntelliSchool students develop social and personal skills enabling them to successfully participate in school and work-related activities. Students demonstrate these skills by showing accountability for their successes and failures in areas like attendance and maintaining productivity. IntelliSchool stresses the importance of respectful behavior and encourages students to practice both professional and business-like attitudes while attending school. IntelliSchool strives to teach students to be respectful to others, responsible for themselves, and resilient when life challenges them. We feel these qualities are crucial to maintaining a job or pursuing any higher-level education.

ACADEMIC ASSESSMENT

All new students are tested to assess their knowledge in the core subject areas of math and language arts. IntelliSchool uses ACT MasteryPrep to determine if there are gaps in a student's academic development. A Silvaroli Informal Reading Inventory may also be done to determine the student's current functional reading level. If English is the second language, students may also be given the Arizona English Language Learner Assessment(AZELLA) test to determine if they qualify for the English Language Learner (ELL) program. These test results and any transcripts from other schools are used to develop the student's Individual Academic Planner.

If a student is significantly below grade level in a core skill area, the teacher will contact the parent/ guardian to discuss placement in concept courses. Students will be assigned courses based on their individual skill level to fill in gaps in learning before taking on more advanced curriculum. Students earn elective credits for each concept course completed.

Students are given benchmark assessments throughout the year to determine how prepared they are for the State assessments. Students showing a weakness in a particular area will be offered supplemental instruction or tutoring to better prepare them for State assessments.

IntelliSchool adheres to all Arizona requirements, including state-mandated testing and a 45-day screener for all incoming students. The 45-day screening provides information that may indicate a student's need for further testing and accommodations by our Special Education Department. In accordance with FERPA requirements, all referrals are kept confidential and parents are notified.

PARENT INVOLVEMENT

IntelliSchool recognizes the importance of parental involvement. IntelliSchool strongly encourages parents and guardians to actively participate in their student's education by maintaining regular communication with our staff. Whether you have questions or concerns, please don't hesitate to reach out to your principal, secretary, counselors, or teachers. Your involvement is invaluable in our shared quest to engage students and instill the healthy habits that not only lead to a diploma but also pave the way for a better life in the future. If you are interested in being part of the parent committee, please let a staff member know.

CAREER PLANNING

IntelliSchool provides career counseling through Education and Career Assessment Plans (ECAP). The ECAP is individualized for each student and assists the student with future educational goals, financial assistance, career planning, and areas of aptitude.

IntelliSchool invites guest speakers from organizations like local trade schools, military, colleges, universities, and businesses to speak to students to promote career opportunities.

IntelliSchool partners with East Valley Institute of Technology (EVIT), West-MEC, and other Career and Technical Education (CTE) schools to provide career training as part of high school. Students are able to earn elective credits while learning skills that lead directly into a career. See your school counselor for more information on career training opportunities offered through these programs.

Career planning is also included through IntelliSchool's College and Career Readiness Indicators (CCRI). A.R.S. 15-241 D. 4. requires schools to include CCRI in their annual achievement profile. Students have the opportunity to earn the minimum points for CCRI through any combination of college and career ready indicators. Examples of areas to earn points include, but are not limited to

- completing a college entrance exam
- earning college credit while in high school
- earning credit in a Career Technical Course (CTE)
- completing the Armed Services Vocational Aptitude Battery (ASVAB)
- completing a work study
- completing a second language course

See your school counselor for more information on CCRI classes and requirements.

INSTRUCTION

Students have different learning styles in demonstrating mastery of subject matter. IntelliSchool has a blended model of instruction. We use direct instruction, critical thinking, and group discussion in addition to the technological platform. We utilize interventions and those students needing additional help will receive it.

Instruction at IntelliSchool will include:

- Identifying academic strengths and weaknesses
- Providing flexible, varied learning opportunities
- Monitoring student time management
- Providing curriculum that meets the Arizona State Standards
- Providing Highly Qualified and certified teachers
- Emphasizing Internet research
- Encouraging group and project work, when appropriate

- Providing teacher-led group instruction
- Providing one-on-one instruction by teachers and tutors

All IntelliSchool curricula are aligned with Arizona State Standards. Integrated Instructional Software, created by Schools Professional Learning Platform (PLP), provides the foundation of IntelliSchool’s instruction. PLP is aligned with state standards and is built to the specific needs of our students. IntelliSchool augments and supplements materials to match the needs of each individual. Course syllabi and materials are continually enhanced by the instructional team for all school sites.

IntelliSchool not only utilizes PLP, but also provides Direct Instruction (DI) courses, taught in-person at the school site. Certain core math and language arts DI courses are available throughout the week. Elective courses are offered as well. In order to receive credit for a DI course, students cannot miss more than 3 in-person sessions for the course they are taking. They must complete all assignments and assessments.

HEALTH, SAFETY AND SECURITY MEASURES

PROVIDING HEALTH INFORMATION

IntelliSchool asks all parents to be responsible by immediately contacting their child’s site to report any illness that may be considered a communicable disease or virus (e.g., COVID-19, chicken pox, hepatitis, meningitis). Information gained will be used for the sole purpose of protecting the safety and well-being of IntelliSchool’s students and staff.

IMMUNIZATION REQUIREMENTS

IntelliSchool adheres to all admission requirements provided by Arizona’s Department of Health Services and A.R.S. § 15-872. The following is a list of all required immunizations for high-school-aged students.

Immunization	Doses	Note*
DTaP/DTP/DT or Td	3 doses if on or after the 4 th birthday	A 4 th dose is required if dose #3 was before the 4 th birthday
Td Booster	Required after 10 years of last dose of DTaT/DTP/Td	
Polio	3 doses if on or after the 4 th birthday	A 4 th dose is required if dose #3 was before the 4 th birthday
MMR	2 doses required	A 3 rd dose is required if dose #1 was given before 1 st birthday
Hep B	3 doses required	

Students must meet these requirements prior to entry into any public school. Those who claim exemption for medical/ personal beliefs must complete the appropriate paperwork.

MEDICATIONS

Parents are expected to keep staff informed of all medications the student will need administered during school hours. Students must turn over medications (including over-the-counter) to the Secretary or Principal while at school.

RESTRICTIONS

Students who fail to adhere to the following restrictions will face disciplinary action:

- Backpacks, purses and tote bags are subject to search at any time.
- Hats and bandanas are not allowed.
- No food from outside of the classroom without permission.
- Tagging, gang signs, and any demonstration of racial or ethnic hatred are strictly prohibited. This includes, but is not limited to clothing, text, symbols, pictures and art work. Sharpies or markers are not allowed and will be confiscated.
- Slippers and flip flops are prohibited. Footwear must be worn at all times.
- Use of cell phones to text, access social media sites, watch videos, play games or search for test answers while in school is prohibited. If your cell phone is also your source for music, headphones or earbuds are mandatory. Any staff member can confiscate personal phones at any time, and failure to hand over a phone is considered insubordination. Staff will allow students to earn their phone privileges back through improving academic production. Student success is in earning credits, and phones tend to be a distraction.
- School phones are available for emergencies and contacting parents. It is the student's responsibility to arrange any necessary communication prior to school or through school phones rather than their own. Phone calls during school hours on personal cell phones are prohibited. Parents can contact students through school phones during sessions.

DISCLAIMER

IntelliSchool neither accepts nor assumes responsibility for lost, stolen or damaged personal property. Keep phones and valuables with you at all times, or do not bring them to school.

SAFETY ISSUES

Any student or parent who has concerns regarding the safety of the school and its students should call the school and provide the school with sufficient information (specific concern, name of involved students, site the incident occurred and session) so that staff can investigate the concern. There is no requirement for the person reporting the concern to identify him or herself.

INTELLISCHOOL SEARCH POLICY

IntelliSchool reserves the right to search any student and their belongings. A search may be conducted if there are reasonable grounds for suspecting that the search will turn up evidence that a student has violated or is violating either the law or the rules of the school. Cigarettes, vape pens, lighters, and any other contraband will be confiscated, regardless of the student's age.

Student safety is of utmost importance and any action reasonably thought to jeopardize the safety of your student, other students and/or IntelliSchool staff constitutes grounds for a search. All searches will be reasonably related to the objective of the search.

STUDENT ID

IntelliSchool provides students with a picture ID. Incoming students are photographed during their orientation meeting. Students will be required to carry and may be asked to produce their school ID while attending any school outing. Student photo ID may qualify students for discounts at some community businesses. Any students wishing a retake or a replacement ID will be charged \$5.00.

DRESS & APPEARANCE

All students are required to wear the established uniform upon entering their site. This includes the IntelliSchool shirt and appropriate pants, shorts, or skirts. IntelliSchool provides two short-sleeve uniform shirts. Parents/ students are responsible for furnishing the appropriate pants, shorts or skirts. Shirts may not be altered. Hats and other head coverings are not permitted unless specifically approved by the principal (this can include “dress down days”)

Uniform Shirt

- Short-sleeve black t-shirt with IntelliSchool screen print
- Short-sleeve gray t-shirt with IntelliSchool screen print (“senior” status, 16.5+ credits).
- Pullover sweatshirt with IntelliSchool screen print

Uniform Pant/Short

- Jeans or pants. Pants must be worn at the waist; belts should be worn when necessary. Holes in jeans are only permissible on the lower leg.
- Shorts no more than three inches above the knee.
- Skirts are permitted when worn at or below the knee and are made of non-clinging fabric. Side, back and front “slits” cannot extend higher than 3 inches above the knee.

ORDERING ADDITIONAL UNIFORMS

Orders for additional uniforms are at the expense of the student/parent and may be placed at any school site or at the Enrollment Office. Allow 7-10 days for delivery. All orders must be prepaid.

STUDENT RESPONSIBILITIES

RECORD KEEPING

Maintaining copies of completed work is the student’s responsibility. Work must be maintained in hard copy form in a student notebook or saved on the student’s google drive. Lost or missing assignments are the responsibility of the student. Handwritten notes must be taken and can account for 5% of the class grade and be required to receive credit.

PRODUCTIVITY

Students find success in our self-paced, mastery-based learning environment by setting goals and remaining productive. Students need to recognize that **SELF-PACED is not the same as NO-PACE**. To maintain the pace of a traditional school, students must complete a minimum of 5.5 credits per year (including 2 language arts classes and 2 math classes). Students will have individual lesson and credit goals calculated to meet their personal goals. Students who choose not to take advantage of the opportunity to complete lessons will be subject to interventions, such as loss of their phone privileges or a session change.

Our goal is to have your student graduate from high school in a timely manner. IntelliSchool has implemented a student phone policy, as well as a stay awake policy, in order to encourage student production levels. These policies promote student responsibility and independence as they prepare for the adult world.

[Stay Awake Policy](#)

When a student is sleeping in class, the following process will be followed:

- 1st offense, wake student and encourage them to get to work.
- 2nd offense, wake student and if applicable staff will work with student or offer the student an option to help with organizing, cleaning or some other task that involves movement.
- 3rd offense, send the student home.

If the student is sleeping in class any day after the first incident, the following process will be followed:

- 1st offense, wake student and encourage them to get to work.
- 2nd offense, staff works with/ sits next to student/ offers a task.
- 3rd offense, send the student home.

Daily Phone Policy (each campus may differ slightly)

- Proactive Breaks: 5-minute tech break each hour
- Phones out of sight: In backpack/pocket/sleeve
- Progression of Consequences: Redirection to put away, warning of removal, collect phone.
- Refusal: Call parent and send home
- Chronic Problems: Create phone plan with parent meeting
- Ongoing: Weekly production is a consideration (students can earn extra tech passes for exceeding goals, tech probation for falling short)
- Suggestion: Have students create a playlist to set once!

TECHNOLOGY ACCOUNTABILITY

IntelliSchool provides networks and Internet access for students. This access can be used to conduct research for academic purposes for the school curriculum. Access to networks is a privilege and IntelliSchool reserves the right to deny continued access based on incidents involving abuse. All student files are accessed, downloaded or stored on school servers and are not private. Students will be held accountable and responsible for any misconduct and the school reserves the right to involve the police and demand restitution for damage. The network administrators will review all files, communications and system storage space in order to ensure system integrity.

All Internet communication is public in nature. Students may come in contact with material that may be controversial or inaccurate from anywhere around the world. IntelliSchool makes reasonable attempts to provide internal security on internet content. However, IntelliSchool has no control over the nature or content of information residing on other computer systems, and disclaims any responsibility to exercise such control. Parents may revoke their child's internet privileges at any time by notifying their child's principal in writing. Abuse in the technology area includes, but is not limited to:

- Sending, accessing, downloading or displaying offensive messages or pictures. This includes but is not limited to drug or alcohol related sites, sites sexual in nature, sites that promote racial or ethnic violence or hatred, and sites that promote gang activity.
- Using the network to communicate with fellow students outside of approved communication.
- Damaging computers, systems or networks.
- Violating copyright laws or using the network for commercial purposes.
- Using another person's password, and/or trespassing into others' folders, work or files.
- Violation of software registration, and/or pirating of software.
- Providing personal information such as names, addresses, phone numbers, etc.

PLAGIARISM WARNING

Except where the assignment/ project states that work may be done jointly, students are expected to produce their own original work. Violation of this policy is subject to disciplinary action.

To assist students in avoiding plagiarism, staff is more than happy to work with students to help build the skills needed to properly document resources and put information in their own words.

The use of ChatGPT or other AI programs is also a violation.

MAINTAINING ENROLLMENT

Maintaining enrollment lies solely with the student. The student must maintain appropriate attendance and behaviors. See the signed Behavior and Academic Agreement for more information. If a student reaches 10 consecutive unexcused absences they will be automatically withdrawn. Students will be required to re-enroll.

COUNSELING SERVICES

IntelliSchool employs four full time, certified counselors, one for each site. Our counselors assess the needs of the student body and provide services and referrals that may be of assistance. They provide support groups, individual counseling, and are involved in academics, attendance, and post high school planning.

STUDENT ENGAGEMENT AND RETENTION

IntelliSchool provides a Director of Student Retention and Engagement to support struggling students. This intervention specialist works closely with counselors, principals, and secretaries, to find solutions to student attendance and engagement issues. This may include home visits to improve communication and remove barriers. We encourage parents to communicate regularly with the DSRE and the counseling team to best support struggling students.

ATTENDANCE

DAILY ATTENDANCE

Summarized, Arizona State Statute §15-803 states that students are to be in attendance during school hours on school days. IntelliSchool students are required to attend in person on all school days, Monday through Friday for a minimum of 4 hours per day during their assigned session. Students must be in attendance **five days per week**.

We encourage students to attend school as often as possible. Understanding that students may need to attend appointments, etc., students should come to school on the day they will miss for as much time as possible. For example, if a student is able to come to school for 1, 2, or three hours before or after their appointment, the student should come in for that amount of time. The student will not be considered fully absent that day if they came to school for a portion of their session and then left for their appointment. Please speak with your school secretary to communicate these attendance needs.

ABSENCES

When an absence occurs, the student's parent is requested to contact the school immediately. Please make every effort to communicate with school staff to work out attendance issues.

Regular communication between parents and the school is the best way to prevent the accumulation of absences. If parents and the school work together to hold a student accountable, attendance will improve.

Chandler Site:
602-564-7230

Glendale Site:
602-564-7210

Metro Site:
602-564-7240

Paradise Valley Site:
602-564-7280

Habitual absences will be consequential. The chart illustrates types of absenteeism and consequences.

Absenteeism Definitions and Consequences

Type of Absenteeism	Definition	Step 1	Step 2 and Beyond
Consecutive Absenteeism	3 Consecutive Unexcused Absences	Meeting with the Director of Student Retention and Engagement to devise an attendance plan.	Ongoing regular contact required when absences occur.
	6 Consecutive Unexcused Absences	Suspension until the student attends a meeting with the principal and devises an attendance plan.	Suspension for any 7 days consecutive absences, excused or unexcused, following this meeting.
	10 Consecutive Unexcused Absences	Student is withdrawn from school according to Arizona law.	Student needs to re enroll. Student must meet with the principal and/or DSRE to devise an attendance plan.
Habitually Truant/Chronic Absenteeism	18 Total Absences, which is 10% of the school year, Excused or Unexcused, Abscess Do Not Need to be Consecutive.	When a student reaches 15 absences there will be a meeting with the parent and the DSRE. An attendance plan will be agreed upon.	See chart on page 12 for each absence marker.
18 absences <ul style="list-style-type: none"> Students will be suspended until a 2nd meeting is held with DSRE and principal. Clarification on 10 day suspensions no more <i>excused absences</i> are allowed Attendance plan updated 	30 absences <ul style="list-style-type: none"> 7-day suspension given Meeting to return must be held with the Principal, DSRE, and parent/guardian Loss of classes warning Updated plan 	45 absences <ul style="list-style-type: none"> 7-day suspension Another meeting to return must be held with the Principal, DSRE, and parent/guardian Student loses progress made in courses Plan updated 	60 absences <ul style="list-style-type: none"> Possible expulsion or referral to truancy authorities Loss of classes <p>. Per A.R.S §15-841, a student may be expelled for excessive absenteeism.</p>

WITHDRAWALS

IntelliSchool recognizes the seriousness of any withdrawal and encourages students and parents to use this course of action in extreme situations only. IntelliSchool requests that parents and students schedule a meeting with the principal to discuss all options before withdrawing. This meeting can also assure that any nearly completed classes are completed before withdrawing so the student can receive any and all credits they have earned.

Types of Withdrawals

Voluntary Withdrawals: Any withdrawal initiated by the student or parent.

Involuntary Withdrawals: After 10 consecutive unexcused absences, a student will be dropped from enrollment. If a student would like to continue at the school, they will have to reenroll. After two withdrawals, students will need to meet with the principal and DSRE before being allowed to re-enroll.

Medical Withdrawals: A withdrawal initiated by a parent/guardian, adult student or emergency contact for an adult student. The responsible party must notify the student's principal, requesting a medical withdrawal before a student acquires excessive absences. This type of withdrawal carries no penalty; however, the steps outlined under "Medical and Hardship Re-enrollment" must be taken for re-entry to IntelliSchool.

MEDICAL HARDSHIP AND RE ENROLLMENT

Students must follow these steps to re-enroll after a medical or hardship withdrawal:

- Complete and return a registration form to the school or district office
- Submit paperwork from a doctor explaining the need for the withdrawal
- Submit paperwork from a doctor with specific date when the student is medically cleared to return
- Wait for notification of official start date to return from the Enrollment Office

STUDENTS REQUESTING ONLINE (AOI):

In order to enroll into AOI (online school), there are specific requirements your student needs to meet. Students wishing to work online must attend in person, on campus until the principal approves them for the online option. The main requirement is a demonstration of work ethic and the self motivation needed to maintain enrollment in the AOI. During this trial period, new students must complete Student Success, an introductory life skills course, and complete all required NWEA testing. This probationary period gives students an opportunity to get to know staff and the expectations of the program. It is an opportunity for students to show that they can be consistently productive in the program. If the principal approves the student for AOI after the conclusion of the probationary period, there are still academic and communication expectations required to maintain enrollment in the online program. Any student that fails to meet any of the requirements listed below will be locked out of their courses and required to return to in person learning.

- AOI students are expected to complete a minimum of 30 lessons per week
- AOI students must be enrolled in a minimum of 5 courses and must complete lessons in each of their courses consistently to remain in good standing
- To remain in AOI, communication is expected from the student to school staff whenever they are having difficulties with their assignments that are preventing them from completing an assignment
- Some students will be assigned instructional time with a teacher, in which they must participate or risk losing the option of AOI.

- AOI students must have regular check in's via GoogleMeets with their designated AOI instructor or site staff
- Students with an IEP may not have the opportunity to participate in an online program based on the requirements of their IEP

STUDENT CONDUCT

While students are on campus or in uniform elsewhere, they are considered representatives of IntelliSchool. Students are expected to follow all school policies and adhere to all conduct expectations.

HARASSMENT

All students are entitled to work in an environment free from threat and intimidation. Students are expected to behave in a manner that is respectful of others' rights. Issues of intimidation and threats of violence will be dealt with as identified in IntelliSchool's Discipline Rubric and the Arizona Penal Code. IntelliSchool has the right to contact the police when deemed necessary.

Sexual Harassment

- Unwelcome sexual comments, jokes and physical advances
- Unwanted physical contact
- Attempts to block the other person's movement
- Promoting that one sex is superior to the other
- Spreading rumors of a sexual nature
- Pictures or cartoons displaying sexual material

Religious Prejudice

- Negative comments about another student's religion
- Promoting that one religion is superior to any other
- Written or verbal slurs
- Name calling

Racial or Ethnic Prejudice

- Promoting that one race or ethnic group is superior to any other
- Written or verbal slurs
- Making fun of someone's culture
- Making fun of the color of someone's skin

Verbal Harassment

- Name calling, profanity used in a threat, threatening remarks
- Intimidating behavior
- Making fun of another person's appearance

Physical Harassment

- Blocking a student's path
- Tripping, pushing, pinching

TOBACCO

IntelliSchool is a tobacco and smoke-free educational institution. In accordance with IntelliSchool policies and A.R.S. §36-798.03 (A), smoking and the possession of tobacco products on school premises are strictly forbidden. The law also states that there is no smoking within 200 feet of our campuses. All tobacco products found will be confiscated immediately and may result in disciplinary action. E-cigarettes and vapor pens fall under the same category as tobacco.

MOOD ALTERING SUBSTANCES

IntelliSchool maintains a zero-tolerance policy regarding the possession of any mood altering substance (alcohol, legal or illegal drugs, etc.) on school premises. Students who violate this policy are subject to prosecution under the Arizona Penal Code and will be subject to disciplinary action. Any student who attends school under the influence of drugs or alcohol is subject to disciplinary action.

Parents will be called to immediately come to school for a conference and/or the removal of the student from school. If a student denies they are under the influence they may be required to submit to a drug screening. If the student refuses the test or the result of the test comes back positive or diluted, the student will be suspended or expelled.

DRUG TESTING AND SEARCHES

Any student whose behavior and/or physical demeanor has raised suspicions regarding the use of alcohol and/or drugs while attending IntelliSchool may be asked to submit to a search and/or a drug screening. If the student refuses the search or the screening, it will be treated the same as a positive test.

WEAPONS AND FIREARMS

IntelliSchool maintains a **zero-tolerance policy** regarding the possession of any weapon on school premises. Possession of a Firearm at school is in accordance with Arizona State's "Gun Free School Act" (A.R.S. §15-841G) as well as the Federal Statute; 20 USC 8921(d). Students who violate this policy will have parents immediately notified; the police will be called and the student will be expelled.

CONSEQUENCES FOR MISCONDUCT

IN-SCHOOL SUSPENSION (ISS)

This disciplinary action can be among the first mechanisms utilized by IntelliSchool when dealing with students displaying negative or inappropriate behaviors. The duration of an ISS can be one to three days. ISS is designed to promote self-exploration and offer an opportunity for the student to examine the poor behavior choices they made. ISS is structured and supervised to limit the student's contact with other students and may include community service projects.

SESSION AND/OR SITE CHANGES

IntelliSchool retains the right to change a student's session or site when it is determined to be necessary. This change may be temporary or permanent. IntelliSchool reserves the right to decline session or site changes based on what is best for students involved.

SUSPENSIONS, EXPULSIONS AND DUE PROCESS

Short Term Suspension

A short-term suspension is any suspension for 10 days or less. There is no appeal available for short-term suspensions. A parent/guardian must be notified before the student is allowed to leave campus. If no parent/guardian contact can be made, the student may be isolated until dismissal time and then given a written message to the parents.

A letter to the parent/guardian will be written within a reasonable time to explain the terms (including the possibility that a long-term suspension and/or expulsion is being recommended, if applicable) and reasons for the suspension and to request a meeting to solicit their help. The following procedures will be followed for all short-term suspensions:

<i>Step 1:</i>	<p>The student will receive notice, written or oral, of the reason for suspension and the evidence the school authorities have of the alleged misconduct.</p> <ul style="list-style-type: none"> - Before having received notice, the student will be asked for an explanation of the situation. - The Principal, or other designated staff member, shall make reasonable efforts to verify facts and statements prior to making a judgment.
<i>Step 2:</i>	<p>A written record of the action taken is kept on file. The Principal or other administrator may:</p> <ul style="list-style-type: none"> - Suspend the student for up to ten (10) days. - Choose other disciplinary alternatives. - Exonerate the student. - Suspend the student for ten (10) days pending a recommendation that the student be given a long-term suspension, expulsion or both.

Long Term Suspension

A long term suspension is a suspension for more than 10 days. A parent/guardian must be notified before the student is allowed to leave campus. If no parent/guardian contact can be made, the student may be isolated until dismissal time and then given a written message to the parents. In all cases of long term suspension, it shall be for good cause and shall be reported within 5 days to the Governing Board by the Principal or Administrator imposing the suspension. The following procedures will be followed for all long-term suspensions (in addition to Steps 1 & 2 outlined above):

<i>Step 3:</i>	<p>A formal hearing will be arranged and conducted by a hearing officer, to be determined by the School.</p>
<i>Step 4:</i>	<p>A formal letter to the responsible parent/ guardian will be mailed by certified mail with return receipt requested or delivered by hand (with an adult witness present) at least 5 working days prior to the formal hearing. A copy of this letter will remain on file, and the letter should contain the following:</p> <ul style="list-style-type: none"> - The charges and the rule(s) violated. - The extent of the punishment to be considered. - The date, time, and place of the formal hearing. - A designation of the School's witnesses. - That the student may present witnesses. - That the student may be represented by counsel, at his/her own expense. - The name of the hearing officer.
<i>Step 5:</i>	<p>A formal hearing will be held, during which the student will be informed of the following:</p> <ul style="list-style-type: none"> - Nothing in these procedures shall be construed to prevent the students who are subject to the action and their parents or legal guardians and legal counsel from attending any executive (closed) session pertaining to the proposed disciplinary action, or from having access to the minutes and testimony of such session or from recording such a session at the parent's or legal guardian's expense. - The student is entitled to a statement of the charges and the rule violated. - The student may be represented by counsel, without bias, and at his/her own expense. - The student may present witnesses. - The student or counsel may cross-examine witnesses presented by the School. - The burden of proof lies with the School.

	<ul style="list-style-type: none"> - Either the hearing must be recorded on tape or an official record must be kept in some other appropriate manner. In addition, parents are to be allowed to tape-record the hearing at their own expense. - The School has the right to cross-examine witnesses and be represented by an attorney.
<i>Step 6:</i>	<ul style="list-style-type: none"> - Upon the conclusion of a hearing by a hearing officer, in which a decision of long-term suspension is made, the decision may be appealed to the Governing Board. To arrange such an appeal, the parent(s) of the suspended student or the student must deliver to the Principal a letter directed to the Governing Body within 5 working days after receiving written notice of the long-term suspension. The letter must describe in detail any objections to the hearing or to the decision rendered. - The appeal to the Governing Board will be considered part of the record of the hearing. The decision of the individual serving in the capacity of the hearing officer will be deemed final, unless the Governing Board determines, by majority vote, that the student was not afforded due process rights or that this policy was not followed in all substantive respects.

Expulsion

Expulsion is the permanent exclusion of a student from school and all school activities, unless the Governing Board reinstates the student's privileges to attend the School. A recommendation for expulsion shall be made by the Principal and forwarded to the Governing Board. A recommendation for expulsion may be made before, after or in conjunction with a long-term suspension hearing, if one is to be held. The authority to expel rests with the Governing Board and the Board's decision is final and there is no appeal of an expulsion decision.

In each case in which a recommendation for expulsion has been presented to the Governing Board, the following steps shall be followed:

<i>Step 1:</i>	The student will receive notice, written or oral, of the reason for the recommendation and the evidence the school authorities have of the alleged misconduct.
<i>Step 2:</i>	The expulsion hearing should be scheduled so that it may be resolved, if reasonably possible, during the period of any suspension.
<i>Step 3:</i>	<p>A formal letter to the responsible parent or guardian will be mailed by certified mail with return receipt requested or delivered by hand (with an adult witness present) at least 5 working days prior to the formal hearing. A copy of this letter will remain on file, and the letter should contain:</p> <ul style="list-style-type: none"> - A statement of the charges and the rule violated. - The extent of the punishment to be considered. - The date, time, and place of the formal hearing. - A designation of the School's witnesses. - That the student may present witnesses. - That the student may be represented by counsel, at his/her own cost. - That the Governing Board will be acting as the hearing officer. - Copies of this policy and A.R.S. § 15-840 and 15-843 unless previously provided in connection with the same infraction.
<i>Step 4:</i>	<p>The parent or guardian shall be informed of the following:</p> <ul style="list-style-type: none"> - Nothing in these procedures shall be construed to prevent the students who are subject to the action and their parents or legal guardians and legal counsel from attending any executive (closed) session pertaining to the proposed disciplinary action, or from having access to the minutes and testimony of such session or from recording such a session at the parent's or legal guardian's expense. - The student is entitled to a statement of the charges and the rule violated. - The student may be represented by counsel, without bias, and at his/her own cost. - The student may present witnesses.

	<ul style="list-style-type: none"> - The student or counsel may cross-examine witnesses presented by the School. - The burden of proof lies with the School. - Either the hearing must be recorded on tape or an official record must be kept in some other appropriate manner. In addition, parents are to be allowed to tape-record the hearing at their own expense. - The School has the right to cross-examine witnesses and may be represented by an attorney. - The Governing Board will conduct the hearing in executive session with the attendance of only the administrative representatives, the student and parent(s), counsel for the parties, and witnesses necessary to the proceedings, unless the parent(s), guardian(s) or emancipated student requests in writing that the hearing be in an open meeting.
Step 5:	A formal hearing will be held, and the decision of the Governing Board is final. If the Governing Board decides to expel the student, the expulsion becomes effective the next business day.

The long-term suspension or expulsion of students with disabilities shall be in accordance with the Individuals with Disabilities Education Act (IDEA) and federal regulations issued pursuant to the IDEA, as well as the Americans with Disabilities Act or Section 504 of the Rehabilitation Act of 1973.

DISCIPLINE RUBRIC

The Discipline Rubric was created to provide general guidelines used for the discipline process. IntelliSchool reserves the right to base all disciplinary action on a case-by-case basis. Both severity and frequency of the offense will be taken into consideration.

DISCIPLINE RUBRIC

BEHAVIOR	1 ST OFFENSE	2 ND OFFENSE	3 RD OFFENSE
Excessive absences	3 day suspension and meeting with principal and DSRE	7 day suspension, possible loss of class progress	Possible long term suspension or expulsion, loss of class progress
Arriving out of uniform	Verbal warning	Verbal warning Parent called, can be sent home	Parent called, sent home (will face attendance penalties)
Bringing in food or drink without permission	Verbal warning Confiscation until the end of the session	Verbal warning Confiscation Parent/student meeting	3 day suspension
Improper use of phone, refusal to turn in phone, or lack of production	Confiscation of device(s) until the end of the session. Possible phone plan.	Parent notification Confiscation of device(s) or phone plan.	Placed on phone plan -must turn in phone(s)/device(s) to enter the classroom.
Cheating, use of AI, or plagiarizing, or looking up answers on phone	Verbal warning Parent / student meeting ISS or 3 day suspension	7 day suspension or 4 – 6 week suspension	4-6 week suspension Long term suspension (6 months to a year)
Insubordination, disrespect to staff or other students, disruptive behavior, Harassment of ANY kind	Parent meeting Session Change 3/ 7/ 10 day suspension Possible long term suspension	Parent/Student Meeting 3 day/ 7 day suspension Possible long term suspension	Long term suspension 6 month to 1 year Possible expulsion

Harassment of ANY kind	Parent contact 3 day/ 7 day suspension Session change	Parent / student meeting Long term suspension Session or change	Long term suspension 6 month to 1 year suspension Expulsion
Sexually inappropriate behavior	Parent notification 3 day/ 7/ 10 day suspension Session Change 4-6 week suspension	Parent/student meeting 3 day/ 7/ 10 day suspension 4-6 week suspension 6 month to 1 year suspension	6 month to 1 year suspension Expulsion
Theft or vandalism, tagging, destruction of property, abuse of technology, abuse of the Internet	Parent notification ISS/ 3 day/ 7 day/ 10 day suspension Long term week suspension Possible legal action and restitution	Parent notification 3 day/ 7 day/ 10 day suspension Long term week suspension Possible legal action and restitution	Long term suspension 6 month to 1 year Legal Action and Restitution Expulsion Possible legal action and restitution
Fighting (any physical aggression on school grounds)	Parent notification 7 day/ 10 day suspension 4-6 week suspension 6 month to 1 year suspension Possible legal action and restitution	1 to 2 year suspension Possible legal Action and Restitution	Expulsion Possible legal action and restitution
Possession/ use of tobacco products or vape pen on school grounds/ school sponsored activities	Product confiscation Parent notification (if under 18) 7 day/ 10 day suspension Long term suspension	Parent/student meeting Short term suspension Long term suspension	Long term suspension Expulsion
Being under the influence or in possession of alcohol, drugs or paraphernalia on school grounds or at school sponsored activities, refusal of search or screening	Parent notification Drug screening 7 day/ 10 day suspension Possible legal action	Parent/student meeting Counseling referral 6 month to 1 year suspension Possible legal action	1 year suspension Expulsion (intent to sell) Possible legal action
Violation of AZ Penal Code or Possession of a weapon	Parent notification Police contacted Expulsion		

ACADEMIC INFORMATION

REVIEW OF ACADEMIC RECORDS

An IntelliSchool Student Planner is developed for each student from previous transcript(s). The Educational Services staff evaluates the transcript(s) and develops the student's planner, which is then forwarded to the student's school site. The instructor reviews the planner and entry assessments with the student and assigns courses needed to fulfill IntelliSchool requirements. As a student completes a course, the teacher will record the final grade and credit value on the master planner. IntelliSchool reserves the right to deny course credits that do not fit within the guidelines of IntelliSchool's course standards.

REPORT CARDS

Report cards are mailed directly to the parents two times a year. Credits earned during the first semester will be reflected on the First Semester Report Card. Credits earned during the second semester will be reported on the Second Semester Report Card. Any courses that remain "In Progress" will be reflected on the Report Card with an "IP." Progress Reports are also mailed home twice yearly at the midpoint of the semester.

GRADUATION REQUIREMENTS

English	4.0
Math	4.0
Science	3.0
Social Studies	3.0
Student Success	0.5
Fine Arts/CTE	1.0
Electives	<u>6.5</u>
TOTAL	22.0

ECAP

In statute R7-2-302.05, every high school-age student must have an ECAP (Education and Career Action Plan) which reflects a student's current and evolving plan

for coursework, career aspirations, and extended learning opportunities in order to develop the student's individual academic and career goals. Effective since the graduation class of 2013, all students shall complete an ECAP prior to graduation.

COURSE DESCRIPTIONS

In order to better meet Arizona's College and Career Readiness Standards, many of our classes now include more project-based learning. At certain points throughout classes, students will have projects or papers to complete. They will have the option to submit a written paper, a verbal presentation, or a project. Each course is worth 0.5 credits upon completion. Additional electives may be offered.

English Language Arts

English Language Arts 9

The ELA 1 course is an in-depth exploration of English language and literature, designed to build a strong foundation in grammar, language mechanics, and literary analysis. Starting with a focus on grammar and language mechanics, students learn about parts of speech, sentence structures, and effective use of punctuation, ensuring a strong grasp of written English. The course then covers literary elements through the study of various genres, including short stories, poetry, drama, and global literature. Students also engage with informational texts and argumentation, developing skills in critical analysis, persuasive writing, and media literacy.

English Language Arts 10

ELA 2 covers a wide range of language arts skills, including reading, writing, literature, drama, poetry, argumentation, and media literacy. The course is structured into ten units, each focusing on different aspects such as storytelling elements, literature analysis, nonfiction texts, research methodologies, and drama and poetry analysis. Students will

develop an understanding of narrative and argumentative writing, enhance their skills in informational text analysis, and learn effective research and presentation techniques.

English Language Arts 11

ELA 3 is an advanced English Language Arts course designed for high school juniors and seniors, focusing on American literature from its early beginnings to contemporary works. The course is structured into ten units, including Romanticism, Transcendentalism, Realism, Naturalism, Modernism, the Harlem Renaissance, Post-War and Contemporary Literature, as well as Poetry, Song, and Dystopian Literature. Students engage in critical reading, writing, and rhetorical analysis. The course emphasizes language mechanics, the power of rhetoric, character and narrative analysis, and the exploration of various thematic and cultural contexts.

English Language Arts 12

ELA 4 is a comprehensive high school course focusing on British Literature. Throughout ten units, students explore key periods in British literature, from the Medieval era to Modernism, understanding the historical and cultural contexts that shaped these literary works. The course emphasizes skill development in textual analysis, argumentative writing, critical thinking, and research, with exposure to a diverse range of classic and modern texts. Students will enhance their vocabulary and language skills through literary analysis and explore themes such as religion, identity, social change, and globalization.

Mathematics

Pre-Algebra

This course is designed for the student who is not sufficiently equipped in basic skills to move directly into an algebra program. Content includes a review of computational skills, problem solving, geometry, equations, graphing, solving inequalities, integers, ratio

and proportion. The student will acquire skills in basic fundamentals and in solving equations that require algebra skills.

Algebra 1

Algebra 1 is a comprehensive, yearlong course that lays the foundational concepts for all future mathematics courses. It covers ten units including the foundations of algebra, linear equations, functions, polynomials, and more complex topics like exponential functions, as well as sequences and series. Students will learn to apply algebra to real-world situations, translating them into algebraic expressions and solving various equations and inequalities. The course emphasizes practical applications and in-depth understanding of algebraic principles, such as graphing linear and quadratic equations, working with functions, and exploring the properties of polynomials and rational expressions.

Algebra 2

Algebra 2 is designed to deepen understanding and proficiency in a range of algebraic concepts, meeting the rigorous requirements of the Common Core State Standards (CCSS). As students embark on this mathematical journey, they will explore complex numbers, quadratic functions, polynomial expressions, and beyond, ensuring a comprehensive grasp of Algebra 2 principles. The course not only emphasizes the mastery of skills but also the application of these skills in solving real-world problems. From crafting and solving equations in various forms to interpreting complex number operations, the course provides a robust foundation in high-level algebra.

Pre-Geometry

This course utilizes ALS math curriculum. It is designed for the student who is not sufficiently equipped in basic skills to move directly into the geometry program. Lessons are presented in modern language to help the student recognize the presence of this facet

of math in everyday life. It includes the study of a classic mathematical system, deductive proof, inductive and deductive reasoning, plus topics from both plane and solid geometry. The student will acquire skills in basic fundamentals and in solving equations that require geometry skills.

Geometry 1A

Embark on a geometric journey that unveils the beauty and precision of spatial reasoning with our comprehensive Geometry course. From the foundational principles of Euclidean geometry to the intricacies of trigonometric relationships and solid figures, this course equips students with the tools and techniques necessary to explore and analyze the world of shapes and spatial structures.

Pre-Calculus

Pre-Calculus is an advanced mathematics course that prepares students for calculus, offering a comprehensive investigation of key concepts and applications. The course encompasses ten units, covering a wide range of topics such as equations and inequalities, functions, conic sections, trigonometric functions, and matrices. Students will delve into complex areas including the trigonometry of general triangles, vectors, probability, sequences and series, and advanced topics with real-world applications.

Calculus

Topics covered include angle measure, relations and graphs of trigonometric function, coordinate and polar trigonometry, reduction formulae, line representations of functions, fundamental triangle solutions and solutions of trigonometric equations, complex numbers, De Moivre's formula, real number line, the plane functions, space, second degree relations, polynomial functions, sequences and series, limits and rates of change.

Personal Finance

An important aspect of every individual's future is the ability to plan and implement sound and responsible financial goals. Personal Finance will educate students in a variety of financial and monetary subjects, including consumer services and protections. Lessons include a variety of essay types such as descriptive, persuasive, expository, and letter writing. The content in this course addresses many objectives of the Excellence in Economic Education Act of 2001. It is partially based on standards of the National Business Education Association and the National Standards for Family and Consumer Sciences Education. The lessons are divided into seven units of study. These units are designed to guide the student through the process of personal financial planning. The lessons identify the skills that are necessary for budgeting, purchasing, and financial success.

Science

Biology

The high school Biology course offers an exploration of life sciences, beginning with an introduction to biology and scientific methodologies, followed by in-depth studies of cell biology, genetics, and heredity. Students will learn about evolutionary biology and natural selection, gaining an understanding of the mechanisms that drive life's diversity and complexity. The course also covers ecology, where students learn about ecosystems, biodiversity, and human impacts on the environment. Human biology and physiology are explored, providing insights into body systems and their functions. The course includes studies of biochemistry, plant biology, microbiology, and the interconnectedness of Earth's systems with biology.

Chemistry A

The high school Chemistry course offers an in-depth study of chemical principles, starting with an introduction to chemistry, atomic structure, and periodic trends. Students explore chemical bonding, along with molecular geometry and polarity. The course delves into chemical reactions, stoichiometry, thermochemistry, and the laws governing chemical processes, equipping students with an understanding of chemical interactions and reactions. Advanced topics such as gas laws, solutions, solubility, electrochemistry, and organic chemistry are covered, providing insights into both theoretical and practical aspects of chemistry.

Earth and Space Science A

Welcome to High School Earth and Space Science! This course is designed to provide students with a comprehensive understanding of Earth and space systems, exploring topics ranging from geological processes to celestial mechanics. Utilizing the Next Generation Science Standards (NGSS), students will engage in hands-on activities, scientific inquiry, and critical thinking to deepen their understanding of the natural world and humanity's place within it.

Environmental Science

The Environmental Science course offers a comprehensive look at the planet's ecosystems, biodiversity, and the human impact on the environment. Students will cover the fundamentals of ecology, the importance of biodiversity, and the challenges facing natural resources, including water, soil, and mineral conservation. The course covers atmospheric science, emphasizing climate change, greenhouse effects, and strategies for mitigation and adaptation. Additional units focus on the hydrosphere and geosphere, exploring water and land pollution, waste management, and the importance of recycling.

Physical Science

Embark on a thrilling journey into the dynamic realm of Physical Science, where the fascinating intersections of Physics, Chemistry, and Earth and Space Science await exploration! Our learning adventure kicks off by revisiting essential skills in Science and Math, providing a solid foundation for the exciting units that follow. Each step in this course is a building block, seamlessly incorporating key concepts and hands-on experiences to deepen your understanding. Join us in unraveling the mysteries of the physical world and forging connections between diverse scientific disciplines. Get ready for an engaging and enriching exploration that sparks curiosity and fuels a lifelong passion for understanding the wonders of the universe! Welcome to the captivating world of Physical Science!

Physics

This captivating physics course offers a comprehensive exploration of the forces, energy, waves, electromagnetism, and engineering design that shape our physical world. Through engaging lessons and interactive activities, students will delve into Newton's laws, electromagnetic forces, energy transformation, wave properties, nuclear processes, stability, and the art of engineering design. They will gain a deep understanding of fundamental concepts, such as forces and motion, electric and magnetic fields, conservation of energy, reflection and refraction of light, and the principles of sustainability.

Social Studies

Economics

The High School Economics course, designed for a semester, encompasses five units, blending foundational concepts. Unit 1 introduces economics, focusing on supply and demand principles. Microeconomics is the focus of Unit 2, discussing market types, business organizations, production costs, profit maximization, labor markets, income

distribution, government regulation, market failures, and public and common goods. Unit 3 shifts to macroeconomics, exploring GDP, business cycles, unemployment, inflation, fiscal and monetary policies, the Federal Reserve, international trade, and exchange rates. Personal Finance Economics in Unit 4 teaches budgeting, saving, investing, credit, loans, taxes, insurance, retirement planning, risk management, financial markets, and economic indicators. Finally, Unit 5 delves into special topics like behavioral economics, environmental economics, and the economics of education.

US Government

This U.S. Government course provides students with an understanding of the foundations and functions of American democracy, exploring the Constitution, Federalist Papers, separation of powers, and the Bill of Rights. The course explores the interactions among the branches of government, including Congress, the Presidency, and the Judiciary, along with the complexities of federalism, public policy, and the role of agencies and commissions. Students will study civil liberties and rights, focusing on key constitutional amendments, landmark Supreme Court cases, and contemporary issues in civil society.

US/AZ History

This course provides a comprehensive overview of United States history from its early beginnings to contemporary issues. Students will explore key events, movements, and figures that have shaped the nation's development, from Indigenous societies and early European exploration to modern-day challenges. Through a combination of readings, discussions, and multimedia resources, students will gain a deeper understanding of the political, social, economic, and cultural forces that have shaped American society.

World History A

This comprehensive World History course spans from early civilizations to the modern world, offering a deep dive into global history. Students begin with the ancient civilizations of Mesopotamia, Egypt, India, and China, understanding their contributions to human development. The journey continues through the classical period, medieval times, the Renaissance, and the age of exploration, highlighting significant cultural, political, and technological advancements. The course covers the World Wars, the Cold War, decolonization, and the rise of globalization, emphasizing their impact on contemporary society.

Fine Arts

3D Modeling

Heart valves, cars, cartoons, and buildings may not seem to have much in common, but they all share one spectacular attribute: all originated as a 3D model. 3D modeling has changed the way the world makes things, and in this course, you'll learn the basics to begin creating in 3D! You'll learn how different 3D models are built and how to practice using a variety of modeling methods. By the end of the course, you'll walk away with a portfolio of your ingenious modeling ideas. 3D modeling is an essential part of the modern world and soon, you'll be able to contribute yourself!

Animation

Have you ever watched a cartoon or played a video game where the animation of characters captivated you so much you wanted to create your own? If so, it's time to immerse yourself in the world of animation. Meet the industry players such as directors, animators, and 3D modelers. Develop your story by exploring design, the 12 principles of animation, creating a storyboard, and leveraging the tools of the trade. Let's bring your story to life with animation!

Architectural Design 1

In this course, students will learn various concepts used in the design and architecture field. They will gain an understanding of basic architectural and civil drawings as well as prepare for the Autodesk® Certified User certification in AutoCAD exam. In addition to learning fundamental architectural drawing concepts like creating site plans, floor plans, and electrical plans, students will learn functions of Computer-Aided Drafting (CAD). CAD functions build on the foundation of architectural drawing, using specialized tools for enhancement, layout, and scale. Students will review the essentials of civil drawings including the interpretation and development of topographical illustrations. To round out the course, students will prepare computer-aided drawings to demonstrate utilizing software to perform activities such as drawing site plans, roof plans, and wall sections. Finally, students will be provided an overview of the requirements, structure, and preparation techniques for the Autodesk® Certified User certification in AutoCAD exam.

Architectural Design 2

In Architectural Design II, students will review various concepts used in the design and architecture field. They will learn about additional CAD functions, professional ethics, and legal responsibilities as well as explore career options and complete a comprehensive Architectural Design project.

Architectural Design 3

The focus of Architectural Design III course is to identify the common sequential processes used in computer-aided drafting (CAD). These processes will provide students with the foundation of creating drawings in CAD software including the use of lines, circles, arcs, text, varied text styles, multi-leaders, dimensions, dimension styles, crosshatching, object property commands, arrays, reference angles, layers, page setup, reusable content, and gradient patterns. Students will also explore concepts of ethics and legal responsibilities. They will identify how policies

and procedures are used to develop company culture and professional standards. Students will have the opportunity to investigate career opportunities in the drafting professions. They will learn about the importance of developing a digital portfolio from their academic and professional experience. The course will culminate with a project that utilizes the processes they've learned in their readings.

Digital Photography 1

Have you wondered how professional photographers manage to capture that perfect image? Gain a better understanding of photography by exploring camera functions and the elements of composition while putting theory into practice by taking your own spectacular shots! Learn how to display your work for exhibitions and develop skills important for a career as a photographer.

Digital Photography 2

We are surrounded by images; in advertisements, on websites, in magazines, and on billboards. Learn how to effectively critique photographs so you can better understand composition and go on to create more eye-catching photographs on your own. Examine various aspects of the photography field including specialty areas, ethics, and famous photographers throughout history.

Fashion Design

Fashion Design is an advanced course for students interested in learning the intricate process of how the fashion system works. Students will study the fashion business in sequential order from concept to consumer. They will examine all of the processes involved in the industry from producing raw materials, apparel, and accessories to the retail stores that sell fashion merchandise to the public. Students learn that the decision-making process is complex and not just about the latest designers, styles, or trends of an era. In this course, students will explore the history of fashion, including the looks and creations at every era. They will

discover the equipment, tools, and fabrics used to create fashion, and they will learn how technology is used in fashion. Students have an opportunity to express themselves and their style through the creation of their own fashion design sketches and mood boards. Students will learn fashion terminology and how to forecast new and upcoming fashion trends.

Interior Design

Do you have a flair for designing and decorating? If so, then let's learn how to turn your interests and skills into a career. Explore color, texture, trends, and styles over time, how homes are built, and "green" options for homes and businesses. Interior designers do it all—from planning the color scheme to choosing furniture and light fixtures—with the end goal of creating a space where people can live or work comfortably, safely, and happily.

Theater, Cinema, and Film Production

Lights! Camera! Action! Theater and cinema are both forms of art that tell a story. Let's explore the enchanting world of live theater and its fascinating relationship to the silver screen. Explore the different genres of both and how to develop the script for stage and film. Then dive into how to bring the script to life with acting and directing. If you have a passion for the art of film and stage, let's bring your creativity to life!

Career Technical Education

Building Maintenance Technology 1

The Building Maintenance Technology course will focus on all aspects of the construction industry from health and safety to the tools that every construction professional needs in their collection. Students will learn about the various roles in the industry as well as job outlooks, educational and experiential requirements, and salary information. Some activities will focus on career exploration to discover career options that best align with

interests and talents. Students will learn basic construction math and how it is applied during design and building phases of projects. They will learn specifics about carpentry, construction drawings, framing floor systems, framing walls, and framing roofs. Throughout, they will establish a foundation for what opportunities exist for them in the industry.

Building Maintenance Technology 2

The Building Maintenance Technology II course will focus on construction components, masonry skills, and OSHA. Students will learn about the various masonry and concrete skills as well as safety measures. Some activities will focus on the real-world application of learned skills with hands-on components. Students will learn about erecting, plumbing, and bracing in relation to concrete as well as laying masonry units. Finally, students will learn important science skills for the construction industry and prepare for the OSHA 30-hour Construction certification exam.

Cybersecurity

In the Cybersecurity course, students will learn about the practice of protecting networks, systems, and programs from digital attacks. They will better understand the aim of these attacks, such as destroying information, extorting money and resources, or disrupting business operations. They will learn about the challenges and opportunities that implementing cybersecurity measures can present. As attackers become more innovative, it is more important than ever to have effective cybersecurity channels in place to counter them. Students will learn about countermeasures and role recovery and their integral function in the cybersecurity realm. Additionally, students will learn what makes certain networks and systems more vulnerable to attacks. They will become adept at identifying potential viruses, worms, threats, and malware. The Cybersecurity course acts as a foundation on which to build

extensive knowledge about threats to digital security.

Drones: Remote Pilot

This course prepares students to take the Federal Aviation Administration (FAA) Part 107 exam, also known as the Unmanned Aircraft General – Small (UAG) exam, which is essential to becoming a commercial drone pilot. The field of unmanned aerial vehicles is growing rapidly, as the opportunities to use them for search and rescue, photography, recreation, inspection, and many others continue to multiply. Students will learn the critical facts to prepare for the test's topics, which include: regulations, airspace & requirements, weather, loading & performance, and operations. The course will conclude with a look at the most promising careers in the field of drones.

Early Childhood Education 1

The Early Childhood Education course is designed to provide an overview of the expectations and roles of the early childhood educator. The course provides details about childhood development, health, nutrition, and guidance strategies to help students understand the exciting and unique opportunities that a career in early childhood education can offer. The course is intended to prepare students for challenges they may face, but to emphasize the rewards of being able to influence the life of a young child. The ability to offer support to children as they learn, and grow is a point that is highlighted throughout each lesson.

Early Childhood Education 2

The Early Childhood Education II Course is designed to provide an overview of the professional expectations of being an early childhood educator. Throughout the course, students will learn about what it means to be a professional, including the significance of professional development in any educational role. They will review observational methods and the history of education in the United

States, with a focus on early childhood and school-age programs. They will spend a significant portion of the course learning about the importance of Developmentally Appropriate Practice (DAP) and how to implement these strategies. Designing physical, social, and temporal environments will also be a major focus of the course, as will developing relationships with families and communities to strengthen their position and knowledge. Additionally, this course will prepare students for the Child Development Associate (CDA) certification exam.

Education and Teaching Advanced

This course is designed to prepare future educators for the classroom they will inherit! It starts with a history of education and how blended, adaptive, and personalized learning are coming to the forefront in learning. It then explores new and emerging technologies, along with their current and future impact on education. Throughout the course, students will explore a wide range of career possibilities in the education field and evaluate both the promises and pitfalls of technology in education.

Entrepreneurship and Small Business

This course prepares students for the Entrepreneurship and Small Business Certification exam. This certification has been designed to test concepts around starting and managing a small business. These topics include entrepreneurship, evaluation of opportunities, preparation to start a business, operation of a business, marketing, and management of finances. Students gain insights and understand real-world applications that will not only allow them to succeed in passing the certification exam, but also in successfully starting, working in, or running a small business.

Java SE 8 Associate

The Java SE 8 course is designed to provide preparation for the Oracle Certified Associate

(OCA) exam. Throughout the course, students will learn about Java from the basics to string builder methods. They will spend a significant portion of the course learning about the basics of Java, data types, operators, arrays, loop constructs, encapsulation, inheritance, exceptions, and API.

LEED Green Associate

This course introduces students to the LEED process. LEED, or Leadership in Energy and Environmental Design, is the global standard for green building certification. Throughout the course, students will gain an understanding of the various components of green building. The theme of sustainability and sustainable construction is woven throughout each module both in terms of physical environment and as it pertains to LEED certification. Additionally, this course prepares student for the LEED Green Certified Associate certification exam.

Networking

The Networking course identifies the key principles of Networking in today's connected world. From network fundamentals and componentry to automation and programming, students learn the details of network access, connectivity, and security essentials. Through engaging interactivities, simulations, and projects, students will explore these networking concepts to further their career potential in this field. This course also prepares students for the Cisco Certified Network Associate (CCNA) certification exam.

Project Management

The Project Management course is intended to identify the key components of a career as a project manager. Students will review the basics in project management terminology, such as designating distinctions among projects, products, programs, and portfolios. They will delve into concepts like managing deliverables and creating engaging relationships with stakeholders. The primary components of project planning will be laid

out and described in detail. Students will explore teams and organizational structures. They will discover project management tools and innovation being used in the industry. Overall, they will develop a greater understanding of the mechanisms that are in place to effectively carry out projects of any size through specific project management techniques.

Quickbooks

In this course, students will explore how to start using QuickBooks Online. Learning this widely used accounting software will allow users to contribute to a large company's accounting team, or to use it independently as a small business owner. Students will learn how to complete administrative and accounting functions within QuickBooks. These include basics such as setting up lists, customers and products, to more complex tasks like managing journal entries and creating reports. Additionally, they will learn about the various services and products that can be added. As students learn about the accounting functions, they will discover how to record transactions, expenses, and receipts.

Social Media Business Marketing

Whether it's posting pictures, videos, or interacting in the metaverse, today's students who aspire to apply their social media skills to business marketing must be prepared! This course on Social Media Business Marketing provides them with the foundational knowledge of social media technology and marketing principles. The course begins with an introduction to Social Media platforms and then goes in-depth into the marketing and advertising strategies used to support a company's social media strategy and campaigns. Through activities and projects, students will gain firsthand knowledge of this exciting field. This course also prepares students for the Social Media Strategist certification.

MISCELLANEOUS INFORMATION

SCHOOL-TO-SCHOOL TRANSFERS

Prior to a transfer to another IntelliSchool, parents, guardians, or students must complete and submit a new enrollment application.

There is considerable research that shows a student moving from one school to another is directly related to decreases in achievement scores and academic growth. Whenever possible, a student who wishes to transfer for non-emergencies should request a transfer at the end of an academic year.

“CATCHING UP”

Students attending IntelliSchool for the sole purpose of making up credits to return to their previous school do so with the understanding that the responsibility to investigate what credits will be accepted in a transfer lies with them. All schools reserve the right to accept or deny course credits and set their own requirements for graduation within Arizona guidelines. Denying course credits can be disputed with the receiving school. IntelliSchool Counselors are happy to help with this process.

TRANSPORTATION AND PARKING

Transportation is not provided by IntelliSchool and is the sole responsibility of the individual student. If a student elects to drive, they are expected to demonstrate safe and responsible behavior while using a motor vehicle on the way to and from school and on school property. Parking arrangements will vary from site to site. Students are expected to follow the policies and guidelines established by their principal.

IntelliSchool provides bus passes for a small number of students. To be eligible, parents must fill out an application and write a letter explaining the family's financial hardship. The student will then be added to a waiting list for an available monthly bus pass. Behavior, productivity, and attendance are monitored each month and students with infractions in any of the three areas will lose their pass for the coming month. Students putting forth the best effort in all areas will be rewarded with the monthly passes.

PUBLIC NOTICES

CHILD ABUSE/NEGLECT REPORTING REQUIREMENTS

Pursuant to A.R.S. §13-3620(A) IntelliSchool and its staff are required by state law to report any suspected incidents of child abuse or neglect to the authorities (police and/or Child Protective Services). This includes those minor students who are engaged in a relationship with an individual who has attained his or her majority (age 18 or older). This reporting requirement is non-negotiable.

Reporting is also mandated if the student's birth certificate or proof of age is not received within 30 days of the student's first day of attendance; IntelliSchool is mandated by A.R.S. §15-828(D) to send written notification to the parent/guardian that they have an additional 10 days to produce the document or the school will report to the local law enforcement agency (police and/or Child Protective Services) that the student may be a missing, abducted or exploited child.

Once a report is made to Child Protective Services or the police department, the responsibility to notify parents of the report falls on those agencies. In no way is IntelliSchool or its staff responsible for notifying parents of the report.

Disclaimer: Items in this handbook will change as statute and academic requirements dictate.

CHILD FIND

The school is responsible for identifying, locating and evaluating all children with disabilities including children aged 3 to 21 and for referring children from birth through 2 years of age to Arizona Early Intervention Program (AzEIP) for evaluation and appropriate services.

RULES GOVERNING SPECIAL EDUCATION

IntelliSchool follows federal and Arizona requirements regarding Special Education (R7-2-401(l)(2): “Parents shall be fully informed about the requirements of IDEA (Individuals with Disabilities Education Act) 300.127, including an annual notice of the policies and procedures that the PEA (Public Education Agency) must follow regarding storage, disclosure to a 3rd party, retention, and destruction of personally identifiable information.”

IntelliSchool will continue to provide parents/students with policies and procedures including those governing record retention, storage, information disclosure, and destruction of any personally identifiable information. Please contact your school’s Special Education Department for more information.

NOTIFICATION ON RIGHTS TO VIEW INSTRUCTIONAL STAFF’S CREDENTIALS

IntelliSchool provides all parents and guardians the opportunity to review any instructional staff member’s resume, located in the lobby of the school. If resumes are not readily available in the lobby, please see the site secretary.

MCKINNEY-VENTO HOMELESS CHILDREN AND YOUTH

The McKinney-Vento Homeless Assistance Act, a part of the NCLB legislation, defines homeless children and youth as: “individuals who lack a fixed, regular and adequate nighttime residence...and includes, sharing the housing of other persons, living in hotels or motels, trailer parks or camping grounds, living in emergency or transitional shelters, are abandoned in a hospital or awaiting foster care placement, or who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodations for human beings, or living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations or similar settings, and migratory children who qualify as homeless because they are living in circumstances described above.”

Families and youth experiencing homelessness often do not have the documents ordinarily required for school enrollment. The McKinney-Vento Act requires schools to immediately enroll homeless students even if they do not have required documents, such as school records, medical records, proof of residency, or other documents. For the purposes of this act the term, “enrolled” is defined as “attending classes and participating fully in school activities.” The act further requires the school’s homeless liaison to immediately assist in obtaining immunizations or medical records for those students who do not have them.

ANNUAL NOTIFICATION OF RIGHTS UNDER FERPA

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. They are:

1. The right to inspect and review the student’s education records within 45 days of the day the school receives a request for access. Parents or eligible students should submit to the Educational Services Department a written request that identifies the record(s) they wish to

inspect. The Educational Services Department will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students should write to the Educational Services Department, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorized disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the Charter School as an administrator, supervisor, instructor, or support staff member; a person serving on the School Board; a person or company with whom the Charter School has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the Charter School discloses education records without consent to officials of another school in which a student seeks or intends to enroll.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the Charter School to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

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

ANNUAL NOTIFICATION TO PARENTS REGARDING THE CONFIDENTIALITY OF STUDENT EDUCATION RECORDS

IntelliSchool has established written policies regarding the collection, storage, retrieval, use and transfer of student education information collected and maintained pertinent to the education of all students to ensure the confidentiality of the information and to guarantee parents' rights of privacy. These policies and procedures are in compliance with:

- The Family Educational Rights and Privacy Act; Title 20, United States Code, Sections 1232g and 1232h, and the Federal Regulations (34 CFR, Part 99) issued pursuant to such Act;
- The Education of All Handicapped Students Act; Title 20, United States Code, Sections 1412 (2) (D) and 1417 (C); and the Federal Regulations (34 CFR 300.560-300.574) issued pursuant to such Act; and
- Arizona Revised Statutes, Title 15- Section 141.

Student education records are collected and maintained to help in the instruction, guidance and educational progress of the student; to provide information to parents and staff; to provide a basis for the evaluation and improvement of school programs; and for legitimate educational research. The student records maintained by the district may include, but are not necessarily limited to, identifying data; report cards and transcripts of academic work completed; standardized achievement test scores, attendance data; reports of psychological testing; special education

records; health data; teacher or counselor observations; and verified reports of serious or recurrent behavior patterns.

These records are maintained in the Corporate Office of IntelliSchool under the supervision of the Educational Services Coordinator and are available to the teachers and staff working with the student. If your student should transfer to another school, these records will be sent to the new school upon their request. Otherwise, records are not released to most agencies or persons without prior written consent of the parent.

You have the right to inspect and review any and all records related to your student, including a listing of persons who have reviewed or have received copies of the information. Parents wishing to review their student's records should contact the Registrar for an appointment. School personnel will be available to explain the contents of the records to you. Copies of student's education records will be made available to parents when it is not practicable for them to inspect and review the records at the school. Charges for copies of records will be twenty-five cents per page.

If you believe information in the record file is inaccurate or misleading, you have the right to request that a correction be made or to add comments of your own. If, at any time, agreement between the principal and parent cannot be reached, contact the IntelliSchool Corporate Office and request a meeting with the Superintendent.

You will be informed when personally identifiable information collected, maintained, or used is no longer needed to provide educational services to your student.

Copies of the Student Education Record Confidentiality Policies and Procedures may be reviewed in the Special Education office. Federal law also permits a parent to file a complaint with the Family Educational Rights and Privacy Act Office in Washington, D.C., if you feel the school is violating public school records policies and statutes. FERPA 01 3/99

DISCLOSURE OF STUDENT-IDENTIFYING INFORMATION

Legislation passed by Congress requires high schools to provide military recruiters with directory information related to students, age 16 and older. This legislation was designed to help recruiters share with young Americans information about potential military opportunities including scholarships.

This requirement is contained in the No Child Left Behind Act of 2001 and the National Defense Authorization Act for the Fiscal Year of 2002. Both laws override any previous restrictions found in the Family Educational Rights and Privacy Act about disclosing student information to military recruiters. In compliance and upon receiving a request from an armed services recruiter, IntelliSchool will make available personal information including full legal name, home address and home phone number for students age 16 and up. Parents and students may "opt out" or object to information being released. Forms are available at the school site.

RECORDS RETENTION

Pursuant to federal and state statutes IntelliSchool follows all records retention laws. Special Education records will be destroyed 4 years after final enrollment. For more information, please contact your principal.

****IntelliSchool reserves the right to change any of the policies, practices, procedures and privileges described in this handbook at its sole discretion. Notice of any changes will be provided at IntelliSchool's earliest convenience.**

IntelliSchool's Behavior and Academic Expectations and Consequences

- ◆ I agree to be in uniform while at school. While in uniform, I understand that I represent IntelliSchool and will conduct myself in a manner that shows respect for the school and myself. I understand that I will be sent home if I violate the uniform requirements.
- ◆ I agree to never come to school under the influence of any drugs or alcohol. I will not bring alcohol or illegal drugs or drug paraphernalia on campus. I understand that if I violate this agreement, I may be asked to submit to a “drug-screening test,” be subject to a search and/or face possible prosecution under the Arizona Penal Code and probable expulsion. I further understand that my failure to be searched or “drug tested” will result in serious disciplinary action not to exclude expulsion.
- ◆ I agree to not use, or bring any tobacco or vapor products onto any IntelliSchool campus. I understand that such products will be confiscated and not returned.
- ◆ I agree to not let my phone use distract me while in school. I understand that I must ask for permission to use phones for emergencies and contacting parents. I understand that it is the student’s responsibility to arrange any necessary communication prior to school rather than their cell phone. I understand that staff can confiscate phones at any time without reason and failure to hand over a phone is insubordination. Finally, I agree that I am here to earn credits and if my phone interferes with that goal, I will relinquish that privilege of phone use.
- ◆ I understand that the use of personal music devices is a privilege and not a right. I understand that watching any form of video or playing games is not permitted and can result in confiscation. I understand that if I use the phone or text, the phone can be confiscated and I will lose the privilege of my music. I understand that I also must keep the volume on all devices at a reasonable level (as determined by staff) or they will be confiscated. Most importantly, I realize that if my phone use is interfering with my academic production, I may lose that privilege.
- ◆ I agree to never jeopardize IntelliSchool, its staff or its students by having a weapon on campus. I understand that if I violate this agreement, I may be subject to a search and possible prosecution under the Arizona Penal Code and will face possible expulsion.
- ◆ I understand that failure to attend school 5 days a week for 4 hours will result in disciplinary action and eventually suspension. I understand that the key to maintaining good attendance is to communicate with the site secretary and make every effort to attend every day.
- ◆ I agree to be on time to class and I understand that habitual tardiness will result in disciplinary action. I also understand that not attending my assigned session and failing to get permission to attend another session instead can result in disciplinary action. (Attending another session is not a problem as long as it is approved prior to arrival.)
- ◆ I agree to maintain scores of 70% mastery or better in all academic work. I understand that I am responsible for showing my notes before receiving tests and that notes are part of the curriculum. I understand that notes are handwritten, required, and should not be shared. I understand that I will be required to attend note-taking workshops if I am unable to take notes appropriately.

Disclaimer: Items in this handbook will change as statute and academic requirements dictate.

- ◆ I agree to never engage in cheating or plagiarism. I understand that this includes the use of AI, such as ChatGPT. I also understand that it includes helping another student without a teacher’s permission or helping in any way on a test. I agree to never log on as another student or allow another student to log on as me. I understand that passing off someone else’s work as mine is plagiarism and can result in suspension. I understand that using the internet to look up answers is also cheating and will result in disciplinary action.

- ◆ I agree to communicate to teachers whenever a class has been completed. I understand that it is the student’s responsibility to notify teachers of completed work. I also accept the responsibility for saving copies of academic products (other than test and testing materials). I understand that all documents should be saved on my google drive until the end of the year.

- ◆ I agree to never abuse the technology available at IntelliSchool as explained in both the student and parent handbook. I understand that this includes using the school printer for personal items. I also understand that this includes improper use of the internet.

- ◆ As a student of IntelliSchool, I will not engage in the following behaviors:
 - Intimidation (both physical and verbal)
 - Bullying
 - Physical and/or emotional abuse
 - Gang-related activities (tagging, throwing signs, etc.)
 - Harassment (sexual, racial, etc.)
 - Theft or damage of IntelliSchool property

Your signature indicates you have read the expectations above, received a school handbook and are responsible for reading the information provided in the handbook.

Student Signature

Date

Parent/Guardian Signature

Date