

MOUNTAIN VIEW HIGH SCHOOL

2700 East Brown Road • Mesa, AZ 85213 • (480) 472-6900



Fight song

On Toros, on: Moving closer to victory we will fight for honor true; Together we'll always be. Ole!
On, Toros, on: With our colors red and blue. We are the Toros from Mountain View!

The mission of Mountain View High School is to enable all students to acquire the knowledge, skills, and attitudes necessary to become productive, responsible citizens and lifelong learners in a rapidly changing world.

The Mountain View High School community is dedicated to building character and integrity. It is our shared interest in creating this atmosphere and promoting educational success that motivates our commitment to an Honor Code. It is through this commitment that we may trust and be trusted, respect and be respected in all areas of life. All of us are responsible to keep the integrity of this commitment. As a member of the Mountain View community...

MARKED BY:



I pledge to be RESPONSIBLE.

- I will be here physically and will be mentally prepared and ready to give my best effort.

I pledge to be RESPECTFUL.

- I will treat every individual with the dignity befitting all human beings.
- I will treat with respect the property of others, our school, and the community.

I pledge to be TRUSTWORTHY.

- I will strive to be sincere and honest in my words and in my actions.

I pledge to be ACADEMICALLY HONEST.

- I will do my own work and submit only my own work on examinations, reports, projects, and homework unless otherwise permitted by the teacher.
- I will use my own words and thoughts in all of my assignments.
- I will collaborate or cooperate with other students during group work and take-home examinations only if authorized by the teacher.

Note: Although my parents and other family members are important to my educational success, it is my responsibility to research, develop, and produce my own work.

Mountain View High School INFORMATION & GUIDELINES

Mountain View High School Mission Statement

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Advanced Placement Curriculum

Advanced Placement (AP) courses provide students an opportunity to enroll in courses with challenging curricula, and to earn college credit in high school. Students enrolled in AP courses are to take the appropriate AP examination at the end of the course. Also, weighted grades are only granted when the student completes the entire course, otherwise no weighted grade point value is applied.

Athletics and Activities

As a Mountain View student, you may take part in many school activities to develop your talents, to explore hobbies and to have fun. Activities include clubs, student government, intramural sports, interscholastic activities and social events.

If you want to play on an athletic team, ask the coach about it at the start of the year. You need a physical exam and parent permission. Daily announcements and bulletins let you know when to try out for each sport.

Towels and PE Lockers

If you take a physical education class, you will be assigned a locker and lock free of charge. If you lose or damage your lock, you will be charged for a replacement.

A towel service is also available for students to use after showering. The cost of this service is \$6 per semester and is nonrefundable. All students enrolled in physical education and/or athletics are encouraged to use this towel service.

Use of Equipment

All athletic equipment is owned and given out by Mesa Public Schools. It is on loan to the student athlete to be used for practice and games. A fee will be charged for lost items. Athletic equipment is not bought if it is paid for after it is lost. The bookstore will give back the lost item fee if the equipment is found and returned.

**Remember that athletic equipment should not be worn at any time except at practices and games. Special permission must be given by the coach to wear it at other times.

Attendance

Attending high school is the responsibility of the student and his or her family. Students should be absent only when necessary. Many classes use lecture, discussion and participation as part of daily learning activities that cannot be made up by those who are absent. Regular attendance is the key to success in high school.

If you are going to be absent, your parent or guardian must telephone the school before noon on the day of the absence. You do not need to bring a note from home. Parents' calls to excuse absences will not be accepted after 72 hours. Students with unexcused absences may face disciplinary action.

Sophomores/Freshmen A-H

Attendance Secretary (480) 472-6910

Juniors/Freshmen I-Q

Attendance Secretary(480) 472-6911

Seniors/Freshmen R-Z

Attendance Secretary(480) 472-6912

Loss of Credit, Appeal Procedures

We are concerned about student attendance because it is directly related to learning and success at school. Our current attendance guideline states that students must attend at least 90 percent of class sessions in a semester to receive credit. This means that if a student is absent more than nine days during a semester, credit may be withheld.

When a student has been marked absent five times in any one class, a letter, which will serve as a **warning** for **all** classes, is generated by the computer. A second letter is generated by the computer when eight absences in any **one** class have been reached. The grade-level assistant principal reviews the situation with the student, and a letter is sent home. When five or eight absences are reached in other classes, the teacher attempts to notify the student.

If a student accumulates 10 absences in any one class, a **loss of credit** notification is generated by the computer. Again, teachers attempt to notify students when they reach 10 absences and loss of credit is in effect. The appropriate assistant principal notifies the student and informs him/her of the appeal procedure. This letter is then mailed home to notify parents.

In the event of an appeal or waiver request, it is the **responsibility of the student** to schedule a time to discuss the situation with the grade-level administrator. Parental excuses for absences are required but do not necessarily constitute a waiver or appeal of the absences. **Students who have unexcused absences, truancies and/or ditches will not be considered for appeals or waivers of absences.** At least one parent must be involved in the discussion for the appeal to be considered. Appeal requests must be based upon prolonged illness and/or hospitalization, bereavement, court-required appearance or other unusual circumstances. **Verification is required** such as a doctor's note, hospitalization papers, court papers, etc.

Automobiles/Parking

Driving an automobile to Mountain View is a privilege – not a right. It is a privilege that will be revoked if any associated behaviors create what is determined to be an unsafe situation.

Freshmen/Sophomores at Mountain View are not allowed to drive to school. All student drivers must obtain a parking permit, at which time specific guidelines will be outlined and agreed to by both the student and his or her parents. Possession of a parking permit **DOES NOT** guarantee a parking space will be available. The following are the regulations that will be used to issue those permits for the 2017-2018 school year:

- Students with senior credit status of 16 or more credits (scheduled to graduate in May 2018) or junior credit status (11 or more credits) will be considered on a first-come, first-served basis. Seniors will be given first priority with the remaining permits available to juniors through a lottery or drawing if needed.

- A copy of a current and valid Arizona Driver's License and insurance information for the student driver must be provided.
- The parking permit application form must be fully and accurately completed.
- You must supply your own copies of the information that is required. School staff will be unable to make copies of your information.

Permits are required on school days between the hours of 6:30 a.m. to 3:30 p.m. and must be permanently attached to the **inside of the front windshield on the driver's side**. Permits are non-transferable. Permits CANNOT BE TRADED, sold, loaned, duplicated, or given to another student. Students found to be engaged in any of these activities will have their parking permit revoked and be subject to disciplinary action.

Temporary permits are available through security. These are issued for short intervals, and the student must already possess a valid parking permit.

If your permit is lost, stolen, destroyed, or disappears when you sell or dispose of the vehicle or replace the windshield, you must obtain a replacement in order to park on campus. Replacement permits will be issued through the bookstore at a cost of \$25.00. If you bring in the old permit, the replacement cost is only \$1. Vehicles parked without permits or parked in an unsafe manner, must meet with an administrator for disciplinary action at the end of the student's assigned schedule to have the boot removed. **Neither the school nor the district is responsible for theft or damage to a vehicle or its contents.** Vehicles may not display signs that refer to drugs, liquor, tobacco, or sexual promiscuity or that display obscene, vulgar or other plainly offensive language or pictures. Vehicles may be searched if there is reasonable suspicion that drugs, alcohol, weapons, stolen property or other contraband are in the vehicle.

Bookstore/Lost and Found

The bookstore is the center of business activities and financial transactions on campus. You may get textbooks and school supplies there. Lost and found is also located in the bookstore. Items that are found should be turned in to the bookstore manager. If the owner can be located, the items are returned. It is the students' responsibility to check with the bookstore if you have lost an item. The bookstore is open from 7:15 a.m. to 3:30 p.m.

Campus Security

Mountain View employs security personnel who are responsible for enforcing rules and regulations developed by the administration. Students are expected to extend the same courtesy to the security staff as to the faculty.

Career Center

The Mountain View Career Center offers students and parents assistance in making informed decisions about post-graduate opportunities including vocational programs, community colleges, universities, military, and career options. The Career Center has a full-size computer lab that can be used by individual students, parents, and/or classroom groups. The Career Center is located in Room #235 and is open from 7:30 am to 3:30pm.

Career Center Services:

- NAVIGATOR Career Planning System: A computer software program that lets students explore careers, community colleges, colleges and universities, scholarships and career interests.

- College liaisons visit the Mountain View campus on a regular basis. Students can sign up to talk with representatives from various colleges.
- Military recruiters make regular visits to advise students on a multitude of opportunities in all branches of the military.
- Scholarship searches and applications are available.
- Students can get assistance with financial aid (FAFSA) applications.

Chronic Health Problems

The district is committed to providing appropriate educational opportunities for all students, including those with chronic health problems resulting from illness, disease or accident, as defined by state statute. Students certified as having chronic health conditions won't be penalized for absences **as long as the absences are due solely to illness, disease or accident.**

Homework is made available to students with chronic health problems to provide the opportunity to complete course work and avoid the possibility of losing credit due to absence from school. Instructional arrangements are determined on an individual basis to ensure that continuous learning is integrated, as much as possible, with the regular education program. Credit is awarded based upon completed course requirements.

To implement this regulation, a student with a chronic health problem is:

- A student who is unable to attend regular classes for intermittent periods of one or more consecutive days, due to illness, disease or accident, but who is not a homebound student as defined by state statute.

The student's chronic illness is reviewed periodically for any change in condition. The grade-level assistant principal has the authority to recommend revocation of chronic health status if it is being abused.

Chronic health forms are available in the nurse's office and must be submitted yearly by a parent and signed by a doctor of medicine or an osteopath.

Closed Campus

In the Spring of 2005, the Mesa Unified Schools Governing Board voted to close all of the high school campuses in the district. In accordance with this regulation we have developed the following plan:

- **Freshman, sophomore and junior students are not permitted to leave campus during the school day.** The campus has perimeter fencing and all gates will be monitored by security personnel throughout the school day. There will be one gate on the east side of the school that will allow for seminary access.
- Senior students in good standing will be permitted to exit the campus at lunch with appropriate ID. The senior students must show ID to be allowed to leave. Parents may choose to not allow their senior student to leave. Opt-out forms are available in the bookstore.
- Students who have less than full-day class schedules, students who must travel to their jobs, and students who must travel to an appointment (excused by parents through the office with documentation), will be able to exit the campus in their vehicles. (Parking lot gates will be monitored by school security throughout the day to assist these students.)

- ONLY a parent or legal guardian will be allowed to pick up and transport a student off-campus at lunchtime.
- Student pick up and drop off is only available in the South parking lot.
- Student vehicles will be subject to random searches as they leave campus during lunch to ensure safety of all students and to comply with District Governing Board Policy.

SENIORS:

All seniors by credit and by cohort in good standing (scheduled to graduate in May 2018) will be issued an ID card that allows them to leave campus for lunch in a vehicle unless a parent requests that their student not be allowed to leave. Leaving campus is a privilege, and the privilege will be revoked if the guidelines for behavior are not followed. A senior student can lose their off-campus privileges by:

- transporting an underclassman off campus
- transporting a senior without an ID
- failing to park in the designated senior parking areas
- violating other school rules

Computer Hacking/Usage

Students enrolled in computer classes, networking classes or who use school computers for any reason, are not permitted access to district or student files, which are restricted. Violators are subject to disciplinary consequences.

Dances

Students must have a picture ID to get in to all dances. If the student is bringing a guest from another school, the guest must also have picture ID and the Mountain View student must have their student ID card. **NO ONE WILL BE ADMITTED INTO THE DANCES WITHOUT THE PROPER ID.** No guest over the age of 20 is permitted to attend school dances. Students leaving early for any reason will not be allowed to re-enter the dance.

Dress Standards

Personal appearance and dress are the responsibility of the student and the student's parent or guardian. Students will not dress or groom themselves in a manner that, in the judgment of the school administrator, presents a risk to the health, safety or general welfare of the student, other students or staff, or that is counterproductive to the district's educational objectives. Students will refrain from displaying tattoos or wearing clothing, jewelry or other accessories that communicate, whether through language, images, symbols, artwork, color schemes or clothing styles:

- A message relating to tobacco, alcohol, illegal drugs and other items that cannot be legally purchased or possessed by minors;
- A message that advocates, promotes or glorifies violence, terror or hate;
- A message that is sexually suggestive, vulgar, obscene or plainly offensive;
- A message that would cause a reasonable person, such as a student or staff member, to feel insulted, demeaned, threatened, intimidated or harassed because of the person's race, ethnicity, religion, gender or sexual orientation; or
- A message expressing gang membership, affiliation or support.

Without limiting the general standard above, students must comply with the following dress standards at school and school events:

- **All undergarments must be fully covered by outer clothing.**
- Jeans, pants and trousers must be worn at the waist and must not drag excessively on the ground. **No sagging is allowed.**
- Shirts, blouses and dresses must cover the abdomen, back, buttocks, chest and genital areas. Tops that expose cleavage are prohibited. When standing, tops must completely cover the midriff to the skirt, shorts or pants. See-through clothing is prohibited.
- Skin-tight outer clothing, such as spandex, is prohibited unless it is worn for a school-sponsored extracurricular activity (for example, dance or wrestling).
- Tube tops and halter tops are prohibited. Tank tops and other sleeveless tops are permitted only if the straps are wider than one and one-half inches and the armholes are no lower than two inches from the armpit.
- Shorts must have at least a two-inch inseam and extend to the tip of the student's fingers.
- Dresses and skirts must extend at least one inch beyond the tip of the student's fingers.
- Clothing or attire by which a female student does not wear a bra or underwear, wears a bra or other garments as underwear, or wears clothing in a manner such that underwear is visible through outerwear clothing is prohibited.
- Clothing or attire by which a male student does not wear underwear, wears underwear as outerwear, or wears trousers or shorts that underwear is visible is prohibited.
- Pajamas and other sleepwear are prohibited.
- Bandanas, hairnets and do-rags are prohibited.
- Jewelry and accessories with studs, spikes, sharp objects or heavy chains are prohibited.
- Sunglasses may be worn indoors only if there is a medical need to wear them.
- **Hats or other head apparel may not be worn inside school buildings** unless for religious, medical or safety purposes. Students will not be prohibited or discouraged from wearing hats or other clothing designed to reduce sun exposure while outdoors.
- Trench coats and other oversized clothing that can conceal contraband are prohibited.
- Footwear must be worn at all times. Shoes, such as "wheels in the heels," that expose safety hazards and shoes, such as cleats, that may damage flooring are prohibited.
- Safety dress requirements for specific classes must be followed.

Grooming Standards

Without limiting the general standard above, students must comply with the following grooming standards at school and school events:

- Students are expected to bathe and groom themselves regularly so that any lack of personal hygiene is not annoying or disruptive to students or staff.
- Secondary students may use cosmetics. Heavy mascara and other use of cosmetics that gives the student a disturbing or distracting appearance is prohibited. Face paint is prohibited.

Students and their parents/guardians have the responsibility to be aware of the school's specific dress code and conform to these requirements.

On campus, the faculty, staff, and the administration have the responsibility to interpret and enforce this policy. The administration retains the final discretion to determine that the garment or accessory meets the dress code.

Consequences

Students who violate the school's dress standards may be asked to do any of the following:

- Turn inappropriate clothing inside out.
- Change into clothing that may be provided by the school.
- Have other clothing brought to school.
- Remove the accessory.

Repeat violations of the dress standards may result in appropriate disciplinary action being taken, including Saturday school or suspension from school.

Early Withdrawal

Students are not able to leave school before the end of the semester and receive credit, except in an extreme emergency. You must make special arrangements if such an emergency comes up and you want to withdraw from school before the end of the term. The work needs to be finished to get credit for your class. Your parents must ask for your early withdrawal in writing. The assistant principal must approve the withdrawal before arrangements are made with teachers.

Under no circumstances is an early release approved for more than 10 school days.

Students who leave before the end of the semester, without making the proper arrangements, will not get credit for the semester's work.

Electronic Devices

Unless the teacher has given permission for these devices to be used for acceptable educational purposes, all devices must be turned off and out of sight. Students who bring these items to school and create a disruption of any nature will have the device confiscated and given to the appropriate administrator. The following can be the order of consequence for a confiscated electronic device:

- 1st offense – warned, given back to student at the end of the day
- 2nd offense – parent pick up from administrator
- 3rd offense – Saturday School, parent pick up from administrator
- 4th offense and more – suspension, parent pick up from administrator

Good Neighbor Policy

State law allows schools to become involved in appropriate incidents when students are en route to or from school or home. School administrators can discipline students involved in such incidents.

The sidewalks and lawns of our neighbors whose homes are near campus are off limits to Mountain View students. **Students are not permitted to go into neighboring areas to smoke or loiter.** You are welcome to use the sidewalks to and from school, but do not loiter on sidewalks, on lawns, at shopping centers or at office buildings during the school day.

Grades

All courses taught for credit receive a letter grade or a pass/

fail option. The final examination may not count for more than 20% of the final grade. Grade point values and the percentage used to determine each grade are listed below.

<u>Percentage</u>	<u>Letter Grade</u>	<u>Value</u>
90 - 100%	A = Superior	4.0
80 - 89%	B = Above Average	3.0
70 - 79%	C = Average	2.0
60 - 69%	D = Below Average	1.0
	D- = Minimum Progress (discretion of teacher)	0.5
0-59%	F = Failure	0.0

Inc. = Incomplete, maximum length of time to make up a course is 10 school days.

W = Withdrawal from class. W/P = Withdrawal Passing, W/F = Withdrawal Failing

NC = Audit, insufficient attendance to earn credit.

U = Audit, arranged between teacher, student, and administrator within the first 20 school days of the semester.

Graduation Recognition

Students are recognized at graduation for academic achievement. Students are awarded a gold tassel based on their cumulative GPA after seven semesters of high school. A student must earn a cumulative 3.5 or higher GPA by the end of their seventh semester to earn a gold tassel and recognition in the graduation program.

Halls

Students are expected to be in class when the tardy bell rings. Students should rarely need to leave class until the dismissal bell rings. When a teacher grants a student permission to leave class, a hall pass must be written and in the student's possession while out of class.

Honor Code

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I pledge to be trustworthy.

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I pledge to be academically honest.

I will do my own work and submit only my own work on examinations, reports, projects, and homework unless otherwise permitted by the teacher.

I will use my own words and thoughts in all of my assignments.

I will collaborate or cooperate with other students during group work and take-home examinations only if authorized by the teacher.

Note: Although my parents and other family members are important to my educational success, it is my responsibility to research, develop, and produce my own work.

Incomplete Grades

When a student earns an “incomplete” (Inc.) grade for a marking period, he/she has 10 school days to complete missing assignments and homework or class time. It is the responsibility of the student to contact the teacher to discuss the situation and arrange for makeup opportunities.

Lunch Area

Students at Mountain View High School have access to 20 different serving locations, including a cafeteria and patio area. The cafeteria and cart locations serve over 200 food items.

Box lunches are delivered to students who order them. This service is also available for club or team meetings conducted at lunchtime.

Our staff takes pride in serving high quality and reasonably priced food to encourage students to remain on campus during the lunch hour. Students who bring their lunches are welcome to eat at the tables in the cafeteria or patio. **Water is the only authorized beverage allowed in the classrooms. No food or drink is to be taken into the gymnasium, auditorium, Media Center, classrooms and hallways at any time, unless authorized by administration.**

Media Center

The Media Center is open from 7 a.m. to 4 p.m. and closed during lunches unless students have a pass. Students who wish to check out books, do research or homework may do so during A hour, lunch with a pass, and after school. The staff is available to help students with reference questions, research projects and reading recommendations. There are computers available for student use. Students must present student IDs before checking out books or other library resources. During class hours, students must have passes to use the Media Center unless they are with a class.

Absolutely no food or drinks are allowed in the Media Center. No more than four students are allowed at each table. A reasonably quiet and educationally supportive atmosphere is maintained.

Nurse’s Office and Health Services

The nurse’s office at Mountain View is in the administration and attendance area. Our registered nurse is on duty from 7:30 a.m. to 3:30 p.m. **(In case of an illness or an injury at school, students must report to the nurse for treatment or permission to leave campus.)** A parent or parent’s designee will be contacted before the student is released from school. If a student has a health problem or medical condition, please inform the nurse at the beginning of the school year.

Some instances require mandatory exclusion of a student from school as determined by state law or district policy. A student with an undiagnosed rash, fever or symptoms of possible pinkeye must be excluded from school until seen and treated by a physician.

A student must have a pass from the teacher to see the nurse during school hours.

Phone Messages From Parents

Parent Calls to Students ...Emergencies Only, Please

Emergencies are situations that are life threatening or that are legitimate family crises. When you need an adult at school to assist you in contacting your son or daughter, we will offer you immediate help.

Our office staff, including attendance, cannot deliver routine messages, flowers, balloons, gifts, money, etc., to students.

Parent Contact with Teachers

Direct and frequent communication between the school and a student’s home greatly enhances a student’s motivation and success. Parents are asked to give 24-hour notice when making an appointment with individual teachers.

Meetings with your child’s teachers can be arranged via the Student Advisement Department or by calling individual teachers email. Please do not put teachers or students in an awkward position by dropping in during instructional time.

It is inappropriate for parents and students to make uninvited visits or phone calls to teachers at their homes.

Principal’s Pass

The principal’s pass gives a student free admission to any home athletic contest, concert, drama production and dance.

To receive a principal’s pass; a student must enroll in at least four classes and earn a cumulative grade point average of 4.0. The student must also have an outstanding attendance record, with a maximum absence of three days during the preceding school year.

Public Displays of Affection

Students are reminded that public displays of affection are inappropriate and will not be tolerated. Parents may be contacted if students are involved in a public display of affection.

Release Time

An open release time (where **no** class or release time under policy JEFB is scheduled) will be permitted **only at the beginning or end of a student’s schedule**. In other words, every Mountain View student has a sequential daily class schedule (with no “holes” in it).

The family may still determine what time of day their child’s schedule begins or ends. However, once the student’s schedule starts, he/she must be sequentially enrolled in a course offering until his/her daily schedule ends.

Repeating a Course

Students who choose to repeat a course they have received credit for receive the higher of the grades received. Credit will have been awarded after the course was taken the first time and will not be granted twice.

Request For Early Release

- All early release requests must be approved by an Administrator.
- Early release requests must be in two weeks prior to departure.
- Leaving school early does not eliminate the responsibility to complete all work.
- Absences may result in a lower grade.
- Approved early release days **will not be granted an appeal or waiver.**

Saturday School

Saturday School is a disciplinary action used at Mountain View. The major purposes of Saturday School are to:

1. Provide a consequence, for inappropriate student behavior, that is an administrative option to out-of-school suspension
2. Provide a structured environment for studies and reduce the amount of time a student may be removed from the classroom setting
3. Change student behavior

Saturday School begins promptly at 8 a.m. and ends at 11 a.m. Students must bring assigned homework, study material and/or reading to last the entire time they are assigned to Saturday School. Doing nothing is not an option.

Students failing to attend Saturday School will be suspended for two days (suspension will be served the following week).

Student Advisement

When you begin at Mountain View, a Student Advisor is assigned to you by the first letter of your last name. This Student Advisor is trained to help you with your personal problems or problems about school. Your Student Advisor will be both a friend and a guide until you leave Mountain View High School.

Your Student Advisor will help you plan your class schedule. It is important for you to use your Student Advisor's help. Your Student Advisor will make a senior check sheet for you. This will be used to record courses you pass and required courses for graduation. Student Advisors can also help you with future educational plans (college, vocational-technical school, military, etc.) while you are at Mountain View.

If you want to see your Student Advisor, go to the Student Advisement office and sign up for an appointment. The Student Advisement office is open before and after school and during lunch hour. A Student Advisor of the day is also available to assist students who have urgent situations but who do not have an appointment.

Student ID Card

When you pick up and complete your registration materials, you are issued an identification (ID) card. You must keep your Mountain View ID card with you at all times to check out library books, to attend all school dances and social functions, to be admitted to athletic events, to purchase food through food services on campus, to obtain a yearbook or for other identification purposes. Should you lose your ID card, there is a \$5 first-time replacement fee. Subsequent lost cards will cost \$10 and \$15.

Students must present their Mountain View ID cards to any member of the Mountain View High School administration, faculty, staff and security personnel upon request.

Student Schedule Changes

Students requesting a schedule change should obtain the proper forms from the counseling office. Students must attend classes until authorization for the change has been verified by the administration.

Parent and teacher communication is required prior to requesting a schedule change. Agreement must be reached between parent and teacher before a change can be granted. Students jeopardize their credits earned and/or graduation requirements if careful track is not kept of class schedules. Make an appointment with your counselor any time you consider a class change.

Tardy Policy

Our philosophy is that tardies are a discipline problem rather than an attendance problem. Within this framework, there are certain guidelines and responsibilities:

Student Responsibilities

1. Arrive at class on time daily.
2. Be in the classroom when the final bell stops ringing.
3. Review each teacher's tardy policy.
4. Student will be marked **absent** after 10 minutes late.
5. The administrators only (principal/ assistant principals) may excuse a tardy.
6. Students who chronically miss class will be referred to an administrator for corrective action.
7. Students reporting to school late because of a doctor's appointment or other parent excuse must report to the attendance office with a doctor's note or a phone call from the parent to excuse the tardy. They are then given a pass to class.

It is important for students to understand the benefits of being on time. Tardiness and poor attendance are major causes of low achievement and lack of success in life.

Punctuality teaches students organization and responsibility. It gives the perception of caring and order on campus. It dramatically reduces disciplinary referrals. When all students are in class on time, the quality of instruction increases significantly.

Visitors at School

Parents are always welcome at Mountain View High School. School board policy directs that all visitors register at the office to obtain permission to remain on school grounds or to enter any classroom. Due to the size of our enrollment, **no student visitors or other young adult visitors are allowed on the Mountain View campus without direct prior approval from a school administrator. An adult must accompany student visitors.**

Work Experience Credit

No more than one credit of work experience can be applied toward the 22 credits required for graduation.