

ADVISORY COMMITTEES

The ASDB Board may, by majority vote, appoint ad hoc committees when deemed advisable. Recommendations of such committees cannot be binding on the Board; they may be advisory only. These committees will be responsible for presenting to the ASDB Board recommendations for action based on research and facts. Any such committee shall automatically be dissolved upon completion of its assignment.

The ASDB Board President shall develop guidelines for each committee. These guidelines shall be approved by the ASDB Board prior to the first meeting of each committee and will include, but not necessarily be limited to, the following:

- A written, specific statement of the purpose of the committee.
- The dates on which interim and final reports of the committee are to be rendered.
- The date or event upon which the committee will be terminated.
- The extent to which facilities, supplies, equipment, and clerical support will be provided to each committee.

The Superintendent or designee will ensure that the following actions are taken for each committee established by the ASDB Board:

- Each committee member will be briefed on the requirements of the Arizona Open Meeting Law (A.R.S. 38-431) as it applies to committees of the ASDB Board.
- Notices and agendas of all meetings of the committee will be posted.
- All meetings will be open for public attendance.
- If an executive session is authorized, all applicable requirements as presented in Policy BEC, Executive Sessions/Open Meetings will be followed.
- Minutes will be taken and made available for public inspection three (3) working days after the meeting.

A representative of the ASDB Board and the Superintendent will serve as ex-officio members of all advisory committees.

Adopted: ~~July 9, 2015~~

EXECUTIVE SESSIONS / OPEN MEETINGS

The ~~Board~~ ASDB Board may enter into executive session after the following requirements have been met:

- A. A notice of the executive session has been provided to the ASDB Board members and the general public stating the provision of law authorizing the executive session in accordance with ASDB Board Policy BEDA.
- B. The ASDB Board has first been convened in open meeting, for which notice, stating the specific provision of law authorizing the executive session, has been given.
- C. The ASDB Board President has identified the section or sections of A.R.S. 38-431.03 that authorize the holding of the executive session and has stated the language of the section(s) and a general description of the matters to be considered.
- D. The executive session is authorized by a vote in open session, either during the current ASDB Board meeting or at a prior meeting of the Board designating the time and the date of the future executive session.

The ASDB Board shall provide any officer, appointee, or staff member to be considered or discussed at a meeting with written notice of the executive session as is appropriate but not less than twenty-four (24) hours for the officer, appointee, or staff member to determine whether the discussion or consideration should occur at a public meeting.

- ~~● — The Board has first been convened in open meeting for which notice, stating the specific provision of law authorizing the executive session, has been given.~~
- ~~● — The Board President has identified the section or sections of A.R.S. 38-431.03 that authorize the holding of the executive session and has stated the language of the section(s) and a general description of the matters to be considered.~~

● ~~The executive session is authorized by a vote in open session.~~

No final action, decision, or vote shall be taken while the ~~Board~~ ASDB Board is in executive session, except as provided by law.

The ~~Board~~ ASDB Board shall reconvene the open meeting after an executive session prior to adjourning the meeting.

During the executive session, all persons present in the executive session will be read the admonition on the confidentiality of the executive session minutes and deliberations.

Adopted: ~~March 26, 2015~~

NOTIFICATION OF BOARD MEETINGS

A statement shall be conspicuously posted on the ASDB website specifying where all public notices of ASDB Board meetings are posted, including the physical and electronic locations, and give additional public notice as is reasonable and practicable as to all meetings.

ASDB shall post all ASDB Board public meeting notices on the ASDB website and give additional public notice as is reasonable and practicable as to all meetings. When ASDB has complied with all other public notice requirements of A.R.S. 38-431.02, the ASDB Board is not precluded from holding a meeting for which notice was posted when a technological problem or failure either:

- prevents the posting of public notice on the ASDB website; or
- temporarily or permanently prevents use of all or part of ASDB's website.

When an executive session of the ASDB Board is scheduled a notice of the executive session stating the provision of law authorizing the executive session and including a general description of the matters to be considered shall be provided to:

A. the members of the ASDB Board, and

B. the general public.

At least twenty-four (24) hours prior to ~~a~~the meeting, ~~a~~ notice shall be given to the members of the ASDB Board ~~of Directors~~ and to the general public by posting in the designated public ~~locations~~place(s) the time and place, and the meeting agenda or any change in the meeting agenda. The notice shall include an agenda of the matters to be discussed, considered or decided at the meeting, or include information on how the public may obtain a copy of the agenda. The agenda shall list the specific matters to be discussed, considered or decided at the meeting.

The twenty-four (24) hour notice period:

- May include Saturday when, in addition to any website posting, the public has twenty-four (24) hour access to the physical posting location.
- Does not include Sundays and other holidays prescribed in A.R.S. 1-301.

A twenty-four (24) hour meeting notice is not required in the case of an actual emergency; however, notice shall be given and procedures followed in accordance with the requirements of A.R.S. 38-431.02 as are appropriate to the circumstances.

The ASDB Board shall provide any officer, appointee, or staff member to be considered or discussed at a meeting with written notice of the executive session as is appropriate but not less than twenty-four (24) hours for the officer, appointee, or staff member to determine whether the discussion or consideration should occur at a public meeting.

A meeting may be recessed and resumed with less than twenty-four (24) hours' notice when proper initial meeting notice was given and, before recessing, public notice is given:

- specifying the time and place the meeting will be resumed, or
- ~~specifying~~ identifying the method by which such notice shall be publicly given.

When the ASDB Board intends to meet at a regular place and time on a regular day, date, or event for a specified calendar period, the District may post notice of the beginning of the applicable calendar period and the period for which the notification is valid.

Adopted: ~~March 26, 2015~~

PUBLIC PARTICIPATION AT ASDB BOARD MEETINGS

All regular and special meetings of the ASDB Board shall be open to the public.

The ~~Board~~ASDB Board invites the viewpoints of citizens throughout the state, and considers the responsible presentation of these viewpoints vital to the efficient operation of ASDB. The ~~Board~~ASDB Board also recognizes its responsibility for the proper governance of ASDB and therefore the need to conduct its business in an orderly and efficient manner.

The ~~Board~~ASDB Board therefore establishes the following procedures to receive input from citizens:

- There shall be two separate calls to the public. The first call to the public shall concern comments regarding agendized items. The second call to the public shall concern comments regarding non-agendized items.
- Any individual desiring to address the ~~Board~~ASDB Board shall complete a form (Request to Address Board), note whether the comment is on an agendized or non-agendized item and give this form to the ~~Superintendent~~Superintendent or designee prior to the start of the ~~Board~~ASDB Board meeting.
- The ~~Board~~ASDB Board President shall be responsible for recognizing speakers, maintaining proper order, and adhering to any time limit set. ~~Questions of fact asked by the public shall, when appropriate, be answered by the President or referred to the Superintendent for reply.~~ Questions requiring investigation shall be referred to the ~~Superintendent~~Superintendent or designee for later report to the ~~Board~~ASDB Board. Questions or comments on matters that are currently under legal review will not receive a response.
- If considered necessary, the President shall set a time limit on the length of the comment period. In order to ensure that each individual has an opportunity to address the ~~Board~~ASDB Board, the President may also set a time limit for individual speakers.
- ~~Members of the public may be recognized by the President to assist the Board with information for the conduct of its official business.~~

- Personal attacks upon ~~Board~~ASDB Board members, staff members, or other persons in attendance or absent by individuals who address the ~~Board~~ASDB Board are discouraged. Presenters are cautioned that statements or representations concerning others that convey an unjustly unfavorable impression may subject the presenter to civil action for defamation. Policies KE, KEB, KEC, and KED are provided by the ~~Board~~ASDB Board for disposition of

 legitimate complaints, including those involving individuals. Upon conclusion of the open call to the public, individual members of the ~~Board~~ASDB Board may respond to any criticism made by an individual who has addressed the ~~Board~~ASDB Board.

The ~~Superintendent~~Superintendent or designee shall ensure that a copy of this policy is posted at the entrance to the ~~Board~~ASDB Board meeting room, and that an adequate supply of forms is available.

Adopted: ~~September 10, 2015~~

REPORTING OF HAZARDS/ WARNING SYSTEMS

(Pesticide, Herbicide, and Fungicide Application Notice)

The intent of this policy is to ensure that students, staff members, and parents/guardians receive adequate notice prior to pesticide, herbicide, and fungicide application.

In accord with A.R.S. 15-152, ASDB shall:

- Provide notice of pesticide application during a regular school session to students, staff members, and parents/guardians, given in a form reasonably calculated to provide a warning at least forty-eight (48) hours prior to such application.
- ~~Provide continuing instruction for students absenting themselves.~~ Provide for notification to students and staff members during the regular school session.
- ~~Post the areas scheduled to receive pesticide application.~~ Provide written, electronic or telephonic notification to parents or guardians at least forty-eight (48) hours prior to the application of pesticides, herbicides and/or fungicides.
- Maintain written records of pesticide, herbicide, and/or fungicide application.

Pest and/or weed-control applicator(s) employed by ASDB shall provide the school contact person with notice at least seventy-two (72) hours prior to the date and time the application of pesticides is to occur, including in such notice the brand name, concentration, rate of application, pesticide/herbicide/fungicide label, material safety data sheet, the area or areas where the pesticide/herbicide/fungicide is to be applied, and any use restrictions required by the pesticide/herbicide/fungicide label. Prior to the application, the applicator shall provide the school contact person with a written pre-application notification containing the following information:

- The brand name, concentration, rate of application, and any use restrictions required by the label of the fungicide, herbicide or specific pesticide.
- The area or areas where the pesticide/herbicide/fungicide is to be applied.
- The date and time the application is to occur.
- The pesticide label and the material safety data sheet.

In case of pesticide/herbicide/fungicide applications performed for or by public health agencies or emergency applications because of immediate threat to the public health, the licensed applicator shall give the ASDB office oral and, if possible, written notice, with posting of the area to be treated in accord with A.R.S. 32-2307.

The Superintendent or designee may require the pest, fungus and/or weed-control applicator to fill out and make all required postings in accord with statute and with ASDB policy and regulation. The name and telephone number of the applicator shall be attached to any posting.

Only a certified applicator may apply pesticides/herbicides/fungicide at a school.

The Superintendent or designee shall prepare regulations for the implementation of this policy.

Adopted: ~~March 24,~~
~~2016~~

IHAMC INSTRUCTION AND TRAINING IN CARDIOPULMONARY RESUSCITATION

(Note: CPR instruction and training is required to be provided no later than July 1, 2019.)

ASDB may provide students with one (1) or more training sessions in cardiopulmonary resuscitation, through the use of psychomotor skills in an age-appropriate manner, during high school.

ASDB may assign homework to satisfy the requirements of A.R.S. 718.01 (A)(B)(E), if the completion of the homework is verified by a teacher or parent.

This training shall be based on the most current national evidence-based emergency cardiovascular care guidelines for cardiopulmonary resuscitation.

ASDB instruction that results in cardiopulmonary resuscitation certification must be provided by a certified cardiopulmonary resuscitation trainer. This instruction does not require a teacher or administrator who facilitates, provides or oversees the instruction to be an authorized trainer of cardiopulmonary resuscitation if the instruction does not result in cardiopulmonary resuscitation certification.

The instruction provided must include the hands-on practicing of cardiopulmonary resuscitation, except for students who are enrolled in an online school as defined in A.R.S.15-808.

A student shall be excused from the instruction on cardiopulmonary resuscitation at the request of either:

1. The student's parent.

2. A student who provides written documentation that the student has previously received training in or is currently certified in cardiopulmonary resuscitation.

3. The student's individualized education program team, if the student is a child with a disability as defined in section 15-731 and if the individualized education program team makes a determination to excuse the student from the instruction.

ASDB may accept from any person, public entity or other legal entity in-kind donations of materials, equipment or services that may be used in the instruction on cardiopulmonary resuscitation.

ASDB may use any of the following persons to provide instruction and training:

1. Emergency medical technicians

2. Paramedics

3. Fire department personnel

4. Police officers.

5. Representatives of the American Heart Association

6. Representatives of the American Red Cross

7. Teachers

8. Other ASDB staff members

9. Other similarly qualified persons

Adopted:

ASDB GRADUATION REQUIREMENTS

Graduation requirements as determined by the Arizona State Board of Education (R7-2-302.02) and the ASDB Board are as follows:

School for the Blind - Tucson

<u>English</u>	<u>4.0 units</u>
<u>Math</u>	<u>4.0 units*</u>
<u>Science</u>	<u>3.0 units**</u>
<u>Social Studies</u>	<u>3.0 units***</u>
<u>Physical Education.....</u>	<u>1.0 units</u>
<u>Fine Arts/Vocational/Technology</u>	<u>1.0 units</u>
<u>Electives</u>	<u>6.0 units</u>
<u>Total</u>	<u>22.0 units</u>

School for the Deaf - Tucson and Phoenix

<u>English</u>	<u>4.0 units</u>
<u>Math</u>	<u>4.0 units*</u>
<u>Science</u>	<u>3.0 units**</u>
<u>Social Studies</u>	<u>3.0 units***</u>
<u>Physical Education</u>	<u>1.0 units</u>
<u>Fine Arts/Technology/Vocational Education</u>	<u>1.0 units</u>
<u>Electives</u>	<u>6.0 units</u>
<u>Total</u>	<u>22.0 units</u>

*In lieu of one (1) credit of Algebra II or its equivalent course content a student may request a personal curriculum in mathematics following R7-2-302.03.

*Math courses shall consist of Algebra I, Geometry, Algebra II, (or its equivalent) and an additional course with significant math content as determined by the ASDB Board (Governing Body).

Pursuant to the prescribed graduation requirements adopted by the State Board of Education, the ASDB Board may approve a rigorous computer science course that would fulfill a mathematics course required for graduation from high school. The ASDB Board may only approve a rigorous computer science course if the rigorous computer science course includes significant mathematics content and the ASDB Board determines the high school where the rigorous computer science course is

offered has sufficient capacity, infrastructure and qualified staff, including competent teachers of computer science.

**Three (3) credits of science in preparation for proficiency at the high school level on a state required test.

***Beginning in the 2016-2017 school year, the competency requirements for social studies shall include a requirement that, in order to graduate from high school or obtain a high school equivalency diploma, a pupil must correctly answer at least sixty (60) of the one hundred (100) questions listed on a test that is identical to the civics portion of the naturalization test used by the United States Citizenship and Immigration Services. ASDB shall document on the pupil's transcript that the pupil has passed a test that is identical to the civics portion of the naturalization test used by the United States Citizenship and Immigration Services.

The ASDB Board may determine the method and manner in which to administer a test that is identical to the civics portion of the naturalization test used by the United States Citizenship and Immigration Services. A pupil who does not obtain a passing score on the test may retake the test until the pupil obtains a passing score.

Regular Education Graduation Requirements

A minimum number of units of credit are required for graduation by the Arizona State Board of Education. Listed below are the units that must be completed before a student may receive a high school diploma. ~~Each student shall demonstrate accomplishment of the standards in reading, writing, science, social studies, and mathematics adopted by the State Board of Education and pass each of the sections of the required competency test. A student not successfully passing the competency test shall graduate with a recognized diploma if the student meets the alternative graduation requirements established by A.R.S. 15-701.02. The Assistant Superintendent shall prepare regulations to implement the alternative graduation requirements and appoint a hearing officer for appeals.~~

Graduation requirements may be met as follows:

- By successful completion of subject area course requirements.
- By mastery of the standards adopted by the State Board of Education and other competency requirements for the subject as determined by the ASDB Board in accord with A.A.C. R7-2-302.024 and rules established by the ~~Assistant~~ Superintendent or designee.

- By earning credits through correspondence courses (limited to one [1] in each of the four [4] major subject areas) and/or by passing appropriate courses at the college or university level if the courses are determined to meet standards and criteria established by the ASDB Board and in accord with A.R.S. 15-701.01.

- By the transfer of credits as described in Policy JFABC.

- An out-of-state transfer student is not required to pass the competency test to graduate if the student has successfully passed a statewide assessment test on state adopted standards that are substantially equivalent to the State Board Adopted Academic Standards.

~~Beginning with the graduation class of 2013, graduation requirements as determined by the Arizona State Board of Education (R7-2-302.02) and the ASDB Board are as follows:~~

~~**School for the Blind – Tucson**~~

English	4.0 units
Math	3.0 units
Science	2.0 units
Social Studies	3.0 units
Reading	2.0 units*
Physical Education/Health and Human Development	2.0 units
Fine Arts/Vocational/Technology	2.0 units
Work Education	0.5 unit
Electives	3.5 units
Total	22.0 units

~~* Waived if student passes competency test.~~

~~**School for the Deaf – Tucson and Phoenix**~~

English	4.0 units
Math	3.0 units
Science	2.0 units
Social Studies	3.0 units
Reading	2.0 units
Physical Education	1.0 units
Fine Arts/Technology/Vocational Education	2.0 units
Electives	5.0 units
Total	22.0 units

~~In lieu of one (1) credit of Algebra II or its equivalent course content a student may request a personal curriculum in mathematics following R7-2-302.03.~~

~~Math courses shall consist of Algebra I, Geometry, Algebra II, (or its equivalent) and an additional course with significant math content as determined by the ASDB Board (Governing Body).~~

~~Pursuant to the prescribed graduation requirements adopted by the State Board of Education, the Board may approve a rigorous computer science course that would fulfill a mathematics course required for graduation from high school. The Board may only approve a rigorous computer science course if the rigorous computer science course includes significant mathematics content and the Board determines the high school where the rigorous computer science course is offered has sufficient capacity, infrastructure and qualified staff, including competent teachers of computer science.~~

~~Three (3) credits of science in preparation for proficiency at the high school level on the Arizona Instrument to Measure Standards (AIMS) test or successor test.~~

Special Education Graduation Requirements

Listed above, under "Regular Education," are the requirements that must be completed before a student may receive a high school diploma. **Completion of graduation requirements for special education students who do not meet the ~~requirements of this policy~~ required units of credit shall be determined on a case-by-case basis in accordance with the special education course of study and the individualized education program of the student.** Graduation requirements established by the [ASDB](#) Board may be met by a student as defined in A.R.S. 15-701.01 and A.A.C. R7-2-302.

Pupils who receive special education shall not be required to achieve passing scores on the test that is identical to the civics portion of the naturalization test under section 15-701.01 in order to graduate from high school unless the pupil is learning at a level appropriate for the pupil's grade level in a specific academic area and unless a passing score on the test that is identical to the civics portion of the naturalization test under section 15-701.01 is specifically required in a specific academic area by the pupil's individualized education program as mutually agreed upon by the pupil's parents and the pupil's individualized education program team or the pupil, if the pupil is at least eighteen (18) years of age.

Diplomas

~~A high school diploma will be awarded to any student who successfully completes a course of study prescribed by the Board.~~

~~A high school diploma "with distinction" will be awarded to any student who completes a course of study prescribed by the Board with a cumulative grade point average of three point five (3.5) or higher, and who, as prescribed by the Arizona Department of Education, demonstrates "an ability to read at the ninth (9th) grade level of proficiency, as shall be established by the local district prior to graduation from high school."~~

~~The student shall be eligible to receive the appropriate diploma when all requirements are met as described above. The actual award of the diploma to the student shall be made when all course work or programming through ASDB is complete.~~

Competency Requirements

Any student who is placed in special education classes, grade nine (9) through twelve (12) is eligible to receive a high school diploma without meeting state competency requirements, ~~but reference to special education placement may be placed on the student's transcript or permanent file.~~

State Seal of Biliteracy

ASDB may voluntarily participate in the state seal of biliteracy program by notifying the Superintendent of Public Instruction of such intention. ASDB will then identify the students who have met the requirements to be awarded the state seal of biliteracy, which shall be affixed to the diploma and noted on the transcript of each student who has met the requirements.

CPR Instruction and Training

ASDB may provide students with one (1) or more training sessions in cardiopulmonary resuscitation, through the use of psychomotor skills in an age-appropriate manner, during high school.

Adopted: ~~March 24, 2016~~

**~~SMOKING ON SCHOOL PREMISES
AT PUBLIC FUNCTIONS~~**

~~The possession or use of tobacco products is prohibited in the following locations:~~

- ~~● All buildings occupied by the Arizona State Schools for the Deaf and the Blind.~~
- ~~● ASDB grounds.~~
- ~~● ASDB buildings.~~
- ~~● ASDB parking lots.~~
- ~~● ASDB playing fields.~~
- ~~● ASDB buses and other ASDB vehicles.~~
- ~~● Off campus ASDB sponsored events.~~

~~Under the provisions of A.R.S. 36-798.03, a person who violates the prohibition is guilty of committing a petty offense.~~

~~The prohibitions do not apply to an adult when possession or uses of the tobacco products are for demonstration purposes as a necessary instructional component of a tobacco prevention or cessation program that is:~~

- ~~● Approved by ASDB.~~
- ~~● Established in accord with Arizona Revised Statute 15-712.~~

~~Adopted: May 3, 2007~~

~~LEGAL REF.: A.R.S. 13-3622
15-712
15-1326
15-1341
36-798.03
20 U.S.C. 6083~~

~~CROSS REF.: GBED Smoking by Staff Members
JICG Tobacco Use by Students~~

JRR STUDENT SURVEYS

Student surveys will be prepared, administered, retained, and communicated to parents and students in a manner consistent with state and federal laws. The requirements of the Arizona Revised Statutes shall be as specified in the relevant statutes and subsequent regulations.

ASDB will comply with all statutes pertaining to surveys including the requirement that notwithstanding any other law, ASDB shall obtain written informed consent from the parent of a student before administering any survey that is retained by ASDB or the department of education for longer than one (1) year and that solicits personal information about the student regarding a number of characteristics which are listed in the statute A.R.S. 15-117.

ASDB will comply with the provisions of the Family Educational Rights and Privacy Act (FERPA) and the Individuals with Disabilities Education Act (IDEA).

If a parent or eligible student believes that ASDB is violating the FERPA, that person has a right to file a complaint with the U.S. Department of Education. The address is:

The Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605
Telephone number: (202) 260-3887

Annual Notification

At the beginning of every school year, ASDB shall obtain written informed consent from the parent of a student to participate in any survey pursuant to A.R.S. 15-117 for the entire year. A parent of a student may at any time revoke consent for the student to participate in any survey pursuant to subsection A of section 15-117. For any student who is at least eighteen years of age, the permission or consent that would otherwise be required from the student's parent pursuant to this section is required only from the student. All surveys conducted pursuant to subsection A of section 15-117 shall be approved and authorized by ASDB. ASDB is subject to the penalties prescribed in subsection L of section 15-117. A teacher or other staff member may not administer any survey pursuant to subsection A of section 15-117 without written authorization from ASDB.

Adopted: