AC, ACA, AC-R and ACA-R: editorial fix, GDQD to GCQF-RB

Joseph City Unified School District No. 2. First reading Tuesday, November 10, 2026 (information item, no vote). Adoption Tuesday, December 8, 2026. Built Tuesday, November 3, 2026, for the Sections A, B and C first reading. Policies AC and ACA are the Board's. Regulations AC-R and ACA-R are the Superintendent's to issue and are included for information so the four texts move together.

What changes and why

Policies AC and ACA, and Regulations AC-R and ACA-R, each cite Policy GDQD, Discipline, Suspension, and Dismissal of Support Staff Members. ASBA removed GDQD from the model manual in April 2026 (Policy Advisory No. 1020): "Newly created Regulation GCQF-RB consolidates the procedural information for noncertificated employees that was originally contained in Policy GDQD; accordingly, Policy GDQD has been removed from the model manual." The District's manual now has GCQF with Regulations GCQF-RA (certificated employees) and GCQF-RB (noncertificated employees).

At the October 23, 2026 policy work session the Board accepted the editorial fix by discussion: 13:14:52 "So we'll need to change the cross references in both of those policies." 13:14:59 "AC dash R and ACA dash R need to be changed too." 13:15:12 "That's fine." 14:08:11 "We just need to change the cross-reverence from GDQD to GCQF dash RB." 14:08:24 "Great, we can move on."

Each change is marked in the text below with EDITORIAL FIX and the words it replaces. Nothing else in the four documents is changed.

Document	Line changed	Was	Becomes
AC, Policy	Cross reference list	GDQD - Discipline, Suspension, and Dismissal of Support Staff Members	GCQF-RB - Discipline, Suspension, and Dismissal (Noncertificated Employees)
ACA, Policy	Cross reference list	GDQD - Discipline, Suspension, and Dismissal of Support Staff Members	GCQF-RB - Discipline, Suspension, and Dismissal (Noncertificated Employees)
AC-R, Regulation	Investigation, support staff paragraph	impose discipline under Policy GDQD	impose discipline under Regulation GCQF-RB
ACA-R, Regulation	Investigation, support staff paragraph	impose discipline under Policy GDQD	impose discipline under Regulation GCQF-RB

One more item for the Superintendent's call, not in the Board's direction: the same cross reference lists cite "GCQF - Discipline, Suspension, and Dismissal of Professional Staff Members." The current GCQF title in the District's manual is "Discipline, Suspension, and Dismissal" (it now covers all employees). The Board did not direct that change on October 23, so the text below leaves it as it is. If you want it in the same editorial fix, say so and the four lines get the new title.

AC NONDISCRIMINATION / EQUAL OPPORTUNITY (Policy)

Adopted Tuesday, April 8, 2025. Text as captured from PolicyBridge August 13, 2026, with the one editorial fix marked.

The Board is committed to a policy of nondiscrimination in relation to race, color, religion, sex, age, national origin, disability or any other basis prohibited by law. This policy will prevail in all matters concerning staff members, students, the public, educational programs and services, and individuals with whom the Board does business.

Adopted: Tuesday, April 8, 2025

LEGAL REF.:
A.R.S. 23-341; 41-1463
Arizona Constitution, Ordinance Art. XX, Par. Seventh
20 U.S.C. 1400 et seq., Individuals with Disabilities Education Act
20 U.S.C. 1681, Education Amendments of 1972, Title IX
20 U.S.C. 1703, Equal Employment Opportunity Act of 1972
29 U.S.C. 794, Rehabilitation Act of 1973, (Section 504)
42 U.S.C. 2000, Civil Rights Act of 1964, Titles VI and VII
42 U.S.C. 12101 et seq., Americans with Disabilities Act

CROSS REF.:
ACA - Sexual Harassment
ACAA - Title IX Sex Discrimination
GBA - Equal Employment Opportunity
GCQF - Discipline, Suspension, and Dismissal of Professional Staff Members
GCQF-RB - Discipline, Suspension, and Dismissal (Noncertificated Employees) [EDITORIAL FIX. Was: GDQD - Discipline, Suspension, and Dismissal of Support Staff Members]
IHBA - Special Instructional Programs and Accommodations for Disabled Students
JB - Equal Educational Opportunities
JII - Student Concerns, Complaints and Grievances
JK - Student Discipline
JKD - Student Suspension
KED - Public Concerns/Complaints about Facilities or Services

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ACA SEXUAL HARASSMENT (Policy)

Adopted Tuesday, April 8, 2025. Text as captured from PolicyBridge August 13, 2026, with the one editorial fix marked.

All individuals associated with this District, including, but not necessarily limited to, the Governing Board, the administration, the staff, and students, are expected to conduct themselves at all times so as to provide an atmosphere free from sexual harassment.

Sexual harassment is a form of sex discrimination that violates Title VII of the Civil Rights Act of 1964.

The Equal Employment Opportunity Commission defines "sexual harassment" as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual

nature when:

A. Submission to such conduct is either explicitly or implicitly made a term or condition of an individual's employment; or

B. Submission to or rejection of such conduct is used as a basis for employment decisions affecting such individual; or

C. Such conduct has the purpose or effect of substantially interfering with an individual's work performance, or creating an intimidating, hostile, or offensive work environment.

Sexual harassment may include, but is not limited to:

A. Suggestive or obscene letters, notes, invitations, derogatory comments, slurs, jokes, epithets, assault, touching, impeding or blocking movement, leering, gestures, or display of sexually suggestive objects, pictures, or cartoons.

B. Continuing to express sexual interest after being informed that the interest is unwelcome. (Reciprocal attraction between peers is not considered sexual harassment.)

C. Implying or withholding support for an appointment, promotion, or change of assignment; suggesting that a poor performance report will be prepared; suggesting that probation will be failed.

D. Coercive sexual behavior used to control, influence, or affect the career, salary, and/or work environment of another employee.

E. Offering or granting favors or employment benefits, such as promotions, favorable performance evaluations, favorable assignments, favorable duties or shifts, recommendations, reclassifications, et cetera, in exchange for sexual favors.

Anyone who is subject to sexual harassment, or who knows of the occurrence of such conduct, should inform the compliance officer, as provided in ACA-R.

A substantiated charge against a staff member in the District shall subject such staff member to disciplinary action.

All matters involving sexual harassment complaints will remain confidential to the extent practicable and allowable by law.

Adopted: Tuesday, April 8, 2025

LEGAL REF.:
A.R.S. 41-1461 et seq.
20 U.S.C. 1681, Education Amendments of 1972, Title IX
20 U.S.C. 1703, Equal Employment Opportunity Act of 1972
42 U.S.C. 2000, Civil Rights Act of 1964 as amended, Title VII

CROSS REF.:
AC - Nondiscrimination/Equal Opportunity
GBA - Equal Employment Opportunity
GCQF - Discipline, Suspension, and Dismissal of Professional Staff Members
GCQF-RB - Discipline, Suspension, and Dismissal (Noncertificated Employees) [EDITORIAL FIX. Was: GDQD - Discipline, Suspension, and Dismissal of Support Staff Members]
KED - Public Concerns/Complaints about Facilities or Services

AC-R NONDISCRIMINATION / EQUAL OPPORTUNITY (Regulation, information only)

Regulation to Policy AC. Issued by the Superintendent. Text as captured from PolicyBridge August 13, 2026, with the one editorial fix marked.

Compliance Officer

The Superintendent shall be the compliance officer. Any person who feels unlawfully discriminated against or who has been the victim of unlawful discrimination by an agent or employee of the District or who knows of such discrimination against another person should file a complaint with the Superintendent. If the Superintendent is the one alleged to have unlawfully discriminated, the complaint shall be filed with the President of the Board.

Complaint Process

Investigation

The District is committed to investigating each complaint and to taking appropriate action on all confirmed violations of policy. The Superintendent shall investigate and document complaints filed pursuant to this regulation as soon as reasonable, within the established timelines. In investigating the complaint, the Superintendent will maintain confidentiality to the extent reasonably possible. The Superintendent shall also investigate incidents of policy violation that are raised by the Governing Board, even though no complaint has been made.

If after the initial investigation the Superintendent has reason to believe that a violation of policy has occurred, the Superintendent shall determine whether or not to hold an administrative hearing and/or to recommend bringing the matter before the Board.

If the person alleged to have violated policy is a teacher or an administrator, the due process provisions of the District's Policy GCQF shall apply, except that the supervising administrator may be assigned to conduct the hearing. In cases of serious misconduct, dismissal or suspension proceedings in accordance with A.R.S. 15-539 et seq., may be initiated.

If the person alleged to have violated policy is a support staff employee, the Superintendent may follow due process and impose discipline under **Regulation GCQF-RB** [EDITORIAL FIX. Was: Policy GDQD] if the evidence so warrants. The Superintendent also may recommend a suspension without pay, recommend dismissal, or impose other appropriate discipline.

If the person alleged to have violated policy is a student, the Superintendent may impose discipline in accordance with Policies JK, JKD and JKE.

Dismissal of Complaint

If the Superintendent's investigation reveals no reasonable cause to believe policy has been violated, the Superintendent shall so inform the complaining party in writing.

Timelines

The complaint must be filed within thirty (30) calendar days after the complaining party knew or should have known that there were grounds for a complaint/grievance.

Once the written complaint has been filed using the forms provided by the District, the Superintendent shall require the immediate supervisor or site administrator to investigate and respond in writing to the complaining party within five (5) working days.

If the immediate supervisor or site administrator does not respond, the Superintendent will have ten (10) additional working days to respond in writing to the complaining party.

If the Superintendent does not respond within the established time, then the complaining party may request in writing that the issue be brought before the Board. The Board will then review the record of the investigation and have thirty (30) days to respond to the complaining party in writing.

ACA-R SEXUAL HARASSMENT (Regulation, information only)

Regulation to Policy ACA. Issued by the Superintendent. Text as captured from PolicyBridge August 13, 2026, with the one editorial fix marked. This regulation already names its compliance officer by position (the Superintendent) and names no individual, so no further reissue is needed for roles.

Compliance Officer

The Superintendent shall be the compliance officer. Any person who feels unlawfully discriminated against or who has been the victim of unlawful discrimination by an agent or employee of the District or who knows of such discrimination against another person should file a complaint with the Superintendent. If the Superintendent is the one alleged to have unlawfully discriminated, the complaint shall be filed with the President of the Board.

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After adoption on December 8, 2026

Post the four texts to PolicyBridge with the adoption date; the District's own policy library copies (11 Board Policy Library, Section A) still carry the GDQD lines and are refreshed from PolicyBridge after the vote, not before. Paste-ready agenda language is on the Sections A, B and C cover sheet beside this document.