

# Green River High Student Handbook



## Pirate Pride

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# SCHOOL CALENDAR

Classes Begin – August 19 <sup>th</sup>	Labor Day – September 2 <sup>nd</sup>
Melon Days – September 20 <sup>th</sup>	Parent Teacher Conf – Sept 26 <sup>th</sup>
Fall Break – October 17 <sup>th</sup> – 18 <sup>th</sup>	End of 1 <sup>st</sup> Term – October 25 <sup>th</sup>
Thanksgiving – November 28 <sup>th</sup> - 29 <sup>th</sup>	Parent Teacher Conf – December 4 <sup>th</sup>
Winter Break – December 23 <sup>rd</sup>	School Reconvenes – January 2 <sup>nd</sup>
End of 2 <sup>nd</sup> Term – January 10 <sup>th</sup>	MLK Day – January 20 <sup>th</sup>
President's Day – February 17 <sup>th</sup>	End of 3 <sup>rd</sup> Term – March 13 <sup>th</sup>
Parent Teacher Conf – March 18 <sup>th</sup>	Spring Break – April 6 <sup>th</sup> – 10 <sup>th</sup>
Student Check Out – May 21 <sup>st</sup>	Graduation – May 21 <sup>st</sup>
End of 4 <sup>th</sup> Term – May 22 <sup>nd</sup>	

## CLASS ADVISORS

<b>Seniors</b>	<b>Juniors</b>
Mr. Nelson & Ms. Andrus	Mr. Hepworth
<b>Sophomores</b>	<b>Freshman</b>
Mrs. Suarez	Mr. Olsen & Mr. Hatt
<b>8<sup>th</sup> Grade</b>	<b>7<sup>th</sup> Grade</b>
Mr. Roundy & Ms. Herrera	Ms. Jensen

## Bell Schedule

Bell Type	Monday	Tu-Thurs	Friday
Tardy	1 <sup>st</sup> Period 8:00 a.m.	8:00 a.m.	1 <sup>st</sup> Period 8:00 a.m.
Dismissal	9:10 a.m.	9:13 a.m.	8:50 a.m.
Tardy	2 <sup>nd</sup> Period 9:14 a.m.	9:17 a.m.	2 <sup>nd</sup> Period 8:54 a.m.
Dismissal	10:24 a.m.	10:30 a.m.	9:44 a.m.
Tardy	3 <sup>rd</sup> Period 10:28 a.m.	10:34 a.m.	3 <sup>rd</sup> Period 9:48 a.m.
Dismissal	LUNCH 11:38 a.m.	11:47 a.m.	10:38 a.m.
Warning	12:16 a.m.	12:25 a.m.	4 <sup>th</sup> Period 10:42 a.m.
Tardy	4 <sup>th</sup> Period 12:21 p.m.	12:30 p.m.	11:32 a.m.
Dismissal	1:31 p.m.	1:43 p.m.	5 <sup>th</sup> Period 11:36 a.m.
Tardy	5 <sup>th</sup> Period 1:35 p.m.	1:47 p.m.	12:26 p.m.
Dismissal	2:45 p.m.	3:00 p.m.	LUNCH 12:26 p.m.
Tardy	ADVISORY 2:49 p.m.	Bus Run @ 3pm Monday-Thursday Bus Run @ 12:45 on Friday	
Dismissal	3:00 p.m.		

# MISSION STATEMENT

**GREEN RIVER HIGH SCHOOL COMMITS TO PROVIDE A COMPREHENSIVE AND CHALLENGING EDUCATION IN A SAFE ENVIRONMENT CONDUCTIVE TO LEARNING, EVERY DAY, TO PREPARE EVERY STUDENT TO SUCCEED IN AN EVER-CHANGING WORLD.**

# VISION

Graduates from Green River High School will be guided by their inner goals and values to pursue further education and success throughout life through traditional college, training and certification programs or personal study and reading.

# STUDENT COMMITMENTS

I will always work to be a better me.

I will recognize where I have been, where I am, and where I am going.

I will trust myself with my success and learn from challenges.

I will be someone's best friend.

I will be accepting of myself and others.

I will appreciate my opportunity for education and utilize my time efficiently.

I will work daily to improve the culture and environment in school.

I will accept my responsibility to make Green River High School high achieving.

# FACULTY AND STAFF COMMITMENTS

I will always work to be a better me.

I will recognize where I have been, where I am, and where I am going.

I will be present and supportive.

I will continue learning to provide high quality education to all students.

I will recognize and appreciate differences in students and colleagues.

I will work daily to improve the culture and environment in school.

# SCHOOL IMPROVEMENT PLAN GOALS

1. Establish a learning environment, which enhances student self-esteem and provides a meaningful connection between members of the learning community.
2. Develop a rigorous curriculum, which implements research tested and proven instructional methods in each classroom and prepares every student for future educational pursuits.
3. Student performance will improve through analysis of SAGE and ACT test results and by increasing alignment with the state core curriculum. We will identify the most critical curriculum needs and develop a plan to address those needs.

**SPECIAL PUPIL SERVICES** *Each student with a disability, age 3 through 21, in Emery District, who have not graduated from high school with a regular high school diploma, receives a free and appropriate public education that includes special education and related services, as specified on the Individual Education Program (IEP) designed to meet the student's unique needs and to prepare them for employment and independent living. Related Services are support services that an IEP team determines are required to assist a student with a disability to benefit from special education. These services may include transportation, speech-language pathology, physical and occupational therapy, orientation and mobility services, etc.*

*Hearing screening tests are given annually to all district preschool, kindergarten and 1<sup>st</sup> grade students as well as any students referred for this testing by their teacher or parent.*

*If you feel that your student could benefit from Special Education or related services, contact the Principal or the Resource Teacher.*

## Student Body Officers

<b>President</b>	Axel Anguiano	<b>2<sup>nd</sup> Vice</b>	Shin Gomez
<b>1<sup>st</sup> Vice</b>	Talynn Lovato	<b>Secretary</b>	Celica Mendoza
<b>Historian</b>	Araceli Gaspar		

## Class Officers

<b>12<sup>th</sup> President</b>		<b>11<sup>th</sup> President</b>	Angel Cordingley
<b>12<sup>th</sup> Secretary</b>		<b>11<sup>th</sup> Secretary</b>	Ximena Escalante
<b>10<sup>th</sup> President</b>	Julissa Mendoza	<b>9<sup>th</sup> President</b>	Emily Roundy
<b>10<sup>th</sup> Secretary</b>	Selene Mendez	<b>9<sup>th</sup> Secretary</b>	Gabriel Galangue
<b>8<sup>th</sup> President</b>	Jenilee Andrus	<b>7<sup>th</sup> President</b>	Garrett Andrus
<b>8<sup>th</sup> Secretary</b>		<b>7<sup>th</sup> Secretary</b>	Ellie Tellez

The Student Council is the student government organization of Green River High School. The Council consists of the Student Body officers and the Presidents of each class. The activities of classes and organizations are regulated and coordinated by the Student Council. Classes wishing to schedule activities, such as dances and fundraisers, should petition the Council to have the event entered on the student calendar at least 2 weeks in advance of the date of the activity. No solicitation of funds, sales, and circulation of petitions or drives may be carried out in the school without the approval of the Student Council and the School and District Administration. This rule applies to all school organizations as well as to individual students.

**Directory Information-** The following information relating to students has been declared "directory information" and may be made public: a) name, address, and telephone listing; b) birthdate; c) major field of study; d) participation in officially recognized activities and sports; e) weight, height, and grade level of members of athletic teams; and f) degrees and awards received. Parents or students (18 years of age or older) who do not want the information to be made public must make a formal request in writing to the school principal within 30 days after the student enters school each year. This corresponds with Fed. Law.

# GRADUATION REQUIREMENTS & ACCEPTANCE OF HIGH SCHOOL CREDIT

## ***Diplomas and Completion Certificates***

Diplomas and completion certificates shall be awarded to students who have satisfied all requirements of the Emery County School District and the Utah State Board of Education as outlined in policy and in Utah State Board of Education Rule R277-705.

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**Course Load Minimums, Graduation Credits-** All students are required to be enrolled in 10 classes at Green River High school (or 9 classes with one period for “released time”). Students will only be allowed to enroll in less than the full 5 periods (10 classes) if they are concurrently enrolled in another educational institution’s program for a period of time equal to that time they would be responsible for if committed to a full five period day at Green River High School. Credits earned through other accredited educational institutions will be accepted by Green River High School to meet both required and elective credits as they apply in meeting graduation requirements.

## **Credits Toward High School Graduation**

Students may earn credit by any of the following methods:

- (1) successful completion of approved secondary school courses;
  - (2) successful completion of concurrent enrollment classes consistent with Utah Code 53A17a-120 and Utah State Board Rule R277-713;
  - (3) demonstrated competency, as determined by district or school assessment and standards;
  - (4) demonstrated competency as determined by review of student work or projects consistent with in school procedures and criteria;
  - (5) successful completion of correspondence or electronic coursework offered by accredited educational institutions;
  - (6) successful completion of coursework from supplemental education service providers accredited by the Advanced Ed. or approved by the State Board of Education. \*Secondary schools shall accept credit from secondary schools, supplemental education service providers, and distance learning schools accredited by the Northwest Association of Accredited Schools or approved by the State Board of Education without alteration. (See Utah State Board of Education Rule R277-705 for definitions). Credits accepted shall be recognized as original credit earned for specific courses, including Core courses. Secondary schools may accept credits from non-accredited supplemental education service providers and other credit sources with written approval from the student's principal or designee prior to program enrollment. Credits earned from non-accredited supplemental education providers or other credit sources:
    - (1) shall be aligned with the State Core Curriculum;
    - (2) shall have course content that matches the Core course requirements; and
    - (3) shall have end of course tests that meet or exceed school district assessments.
-

# Subjects required of every student Grades 9-12

SUBJECT	# of Credits Required	Beginning with Class of 2020
Language Arts	4	From Approved Courses
Math	3	From Approved Courses
Science	3	From Approved Courses
Social Studies	3	From Approved Courses
Physical Education/Health	2	From Approved Courses
Fine Arts	1.5	From Approved Courses
Career & Technical Education	1	From Approved Courses
Computer Technology	.5	From Approved Courses
<b>SUBTOTAL</b>	<b>18</b>	
Electives**	12	From Available Courses
<b>Required Units TOTAL</b>		<b>30</b>

1. **Successful completion of Secondary Mathematics I, II, III or higher is required.** Parents may request that students replace Secondary Math III with a course from the Applied or Advanced approved course list.
2. **2 Credits from the 4 Science foundation areas; Earth Systems, Biological Science, Physics or Chemistry. Additionally, 1 credit from the foundations courses or advanced science core list.**
3. **Geography for Life (.5 credit), World Civilizations (.5 credit), U.S. History (1 credit), U.S. Government and Citizenship (.5 credit), and General Financial Literacy (.5 credit)**
4. **Health (.5 credit), Participation Skills (.5 credit), Fitness for Life (.5 credit), Individualized Lifetime Activities; Optional .5 Credit Maximum Team Sport/Athletic Participation may be used in place of Participation Skills or Individualized Lifetime Activities.**

**Valedictorian/Salutatorian Honors-** The Valedictorian and Salutatorian for each graduating class will be chosen using the following criteria; Students will be listed in order of GPA. The highest GPA will be given 30 points, the next highest will be given 27 etc., through 24, 21, 18, 15, 12, 9, 6, and 3. Students will also be listed in order of ACT scores with 20 point awarded to the student with the highest ACT score. Each student's cumulative points will be totaled; the one with the most points will be Valedictorian the second highest Salutatorian.

**Senior Grades and Credit-** It is the seniors' responsibility to check academic and citizenship credit throughout the year. All graduation requirements must be met one week prior to graduation in order to participate in the commencement exercises.

**Schedule Change Policy-** Anticipated schedule changes should be done during the registration period. All requests for schedule changes after the first day of a term must have administrative approval and will be assessed a \$10.00 fee.

**Concurrent Enrollment Policy-** 11<sup>th</sup> and 12<sup>th</sup> grade students may enroll in college courses and receive dual high school/college credit, provided the college courses enrolled in are approved by, and processed through Green River High School. Students must meet college requirements in order to take distance learning classes.

Students taking distance learning classes are eligible for participation in G.R.H.S. activities provided they carry the required minimum coursework loads and meet the academic eligibility requirements.

\*NOTE: Students and their parents need to understand that any course taken at the college level will affect that student's permanent College G.P.A. Any low grade, in any college course could make the difference as to whether a student could gain admission to a "highly selective" program, such as medical school, in that student's future. *Maturity and commitment to high academic performance are things to consider before a high school age student chooses to enroll in a college course! All students must have administrative approval prior to enrolling in a college course to be paid for by the Emery School District.*

NOTE: Students enrolling in college courses have the responsibility to attend all courses as scheduled, even if Green River High School is on recess on certain college class days. College attendance rules will always apply and take precedence over any high school attendance rules or regulations.

**Homework** - Homework is valuable and necessary as adaptation, application, and extension of classroom experiences. Homework should not be assigned to students as busy work. Homework teaches the skills of independent study and learning outside the school. Appropriate and reasonable homework such as enrichment, reinforcement and completion of work will be assigned. Assignments will be given clearly and concisely. It is recognized that some classes will require more practice in developing skills and comprehension and will necessitate more study at home.

Parents are encouraged to evaluate, with their students, after school commitments, which may conflict with the student's ability to complete homework. Homework at the junior and senior high levels shall be considered a necessary part of the learning process and a legitimate demand on the non-class time of students. Students carrying a full load of seven classes could anticipate up to two hours of homework per night. Those students involved in advanced academic courses can expect, by the nature of their programs, to spend more than this amount of time.

### **Released Time – Emery district Policy**

Religious belief and disbelief are matters of personal consideration rather than governmental authority. As such, government must observe neutrality in matters of religion, neither opposing or promoting religion.

At the request of parents/guardians and the availability of courses, students may be released one period per day to study in the belief of their choice.

No credit or grade may be recorded on the permanent records of the student.

Note: Any group to which the Governing Board grants released time will observe the following rules and regulations:

It is understood that the School District is not liable or responsible for students during the released time period. Students must go and come during the allotted released time.

Tardiness, truancy and related problems will be just cause for withdrawing a student from the released time program.

**Make-Up Work-** Generally, a student has an equal number of days in which to make up the missed assignments as the number of days absent due to unavoidable circumstances however; if an assignment had an advance notice due date (research papers, some tests), the assignment will need to be turned in by the due date unless unusual circumstances occur.

***It is the student's responsibility to ask his/her teachers for make-up work upon return from an absence. It is the student's responsibility to keep informed of his/her academic progress, absences, and tardies in each class.***



# EXTRA-CURRICULAR Coaches Listing

## BASEBALL

Head Coach: Ren Hatt  
Assistant: Devan Meadows

## BOY'S BASKETBALL

Head Coach: Tom Hughes  
Assistant: Richie Hansen

## CROSS COUNTRY

Ryan Hepworth

## DIRECTOR OF MUSIC

Tawni Jensen

## YEARBOOK

PTA/Historian Liaison

## VOLLEYBALL

Head Coach: Madison Suarez  
Assistant: Kira Hughes

## GIRL'S BASKETBALL

Head Coach: Tyler Bastian  
Assistant: Kira Hughes

## GOLF

Tom Hughes

## DRAMA & FORENSICS

Ren Hatt

## STERLING SCHOLAR

Travis Olsen

## QUIZ BOWL

JR High: Ren Hatt  
High School: Tawni Jensen

## CHEERLEADING

Steffanee Bacon  
Bina Knight

## TRACK

Ryan Hepworth

## STUDENT COUNCIL

Tawni Jensen

## GUITAR

Travis Olsen

### Extra-Curricular Activities Participation

For Athletics, all academically eligible individuals may participate. For Baseball, Basketball and Volleyball, coaches will select which team members are Varsity and which are JV. In Drama and for the School Play, the number of participants is limited to the number of parts available. Students must try out for a leading role.

### Participation Fee

\$20.00 for each activity – \$50.00 maximum. Participation Fees pertain to: volleyball, basketball, baseball, golf, track, cross country, drama, forensics, and music.

**ELIGIBILITY:** To be eligible to participate in Extracurricular activities, a student:

- (a) must be a full-time student,
- (b) cannot fail any subject in the preceding grading period and,
- (c) must have obtained a minimum grade of C in every class in the preceding grading period.
  - A student who has failed to meet the minimum requirements set forth shall be ineligible for participation in extracurricular activities for two weeks after the previous grading period. Once the two weeks have expired, and the student has a C in every class the student will be "eligible" to participate. If students do not have a C in every class they will be put on a warning for that said class and will have one week to make up that grade. If they make the grade up they will remain eligible. However, if their grade does not get made up, higher than a C, they will be deemed ineligible. The student will remain ineligible until this grade is improved to a C or better. A list will be created every week, and will be posted in the office and teachers will be given a copy. Teachers must have grades posted by Friday of each week, and the eligibility list will be created each Monday morning
  - A student may be deemed ineligible for citizenship purposes as well. Students may not have N's or U's in any class to participate. Eligibility will work the same with citizenship as it does for academics.

**Eligibility for Extracurricular Activities (Misdemeanors and/or Felonies)**- Any student who is accused of, or arrested by law enforcement for, a misdemeanor (other than minor traffic violations) or felony, and the school principal determines that there is a reasonable evidence of guilt, will be immediately excluded from participation in all extracurricular activities and from holding leadership positions in the school, pending the outcome of formal investigation and/or court action, or until all charges are dropped.

Any student found guilty by a court of law of any misdemeanor or felony will be ineligible for participation in all extracurricular activities and from holding leadership positions in the school until all judgments and orders of the court, and any additional discipline imposed by the school, are met and satisfied.

Any student who participates in activities which could be considered illegal under the law, but for which no formal charges are brought by law enforcement, may be excluded by school officials from participation in extracurricular activities and from holding leadership positions in the school until such disciplinary actions, as determined by the school, are satisfied.

**TRAINING AND CONDUCT:** The student participant will comply with the standards of health, safety and appearance as established by the coach and the UHSAA and approved by the building principal at the beginning of each season of the activity.

**TRAVEL:** The student will travel with the group to all contests. The student may be released to a parent after the contest. The student can be released to any other adult only if the parents have requested it in writing to the coach before the trip takes place.

## GENERAL GUIDELINES

In order to assist you and others in the pursuit of a quality education, guidelines have been established. These guidelines are designed to create a pleasant and safe environment for all students in our school.

Your attitude towards school will play a large role in determining how well you do in school. If your primary purpose for coming to school is to learn and participate in classroom and extracurricular activities, you probably will never encounter serious disciplinary problems.

Remember that you are responsible for your own actions. If your actions are in violation of school guidelines, you will have to accept the consequences. Utah law allows the school district to hold you accountable for your behavior on the way to and from school and during any school sponsored activity.

The following pages describe the rules for student behavior. At any time, you may be counseled by teachers or administrators regarding your behavior. Please accept their advice as valuable and understand that their intent is to help you.

We are proud of our students. We sincerely hope you will be one of those students who takes advantage of the programs provided you and continue to be the best you can be.

**Internet-** In order to utilize the Internet services at the school, whether in the Library, in classrooms, or any other school facility; a student must have on file with the school a signed agreement form with both the ***student's and their parent's/guardian's signature***. This agreement specifies the conditions under which the Internet may be used and the prohibitions regarding the use of school Internet services. These rules apply equally to *all* school staff members as well as to *all* students. A violation of these rules will result in loss of Internet privileges and disciplinary actions being imposed.

**Classrooms-** A student is expected to comply with all requests of teachers, including substitute teachers and other staff members, regarding classroom control and discipline as well as academic work. No students are permitted to leave the classroom without the permission of the teacher. Pupils asked to leave the classroom as a disciplinary action are required to report to the office immediately. Teachers will develop their individual classroom rules and communicate them to their students.

**Hall Passes** -Anytime a student needs to be out of a class, they should have a hall pass, issued by their teacher, in their possession. No student should be in the halls or out of class without such a pass or verified teacher permission.

**Telephone**- Students are to use classroom phones with teacher permission for personal calls. Phones should not be used during class time. Students should not use the office phone or cell phones during school hours unless instructed to do so.

**Lockers**- Do not write on the inside or outside of your locker or anyone else's locker. If your locker is not working properly contact the office. Damaging lockers by kicking or banging on them is vandalism. Do not place stickers or decals on your locker. Pictures and mirrors inside lockers are considered acceptable as long as they are not offensive. The lockers are school property. They are provided for your convenience. The school accepts no responsibility for articles in lockers. You must make sure you close *and lock* your locker. Do not let anyone *share* your locker or have your *combination*. The school has the right to inspect all lockers at any time. The person who is assigned to a locker will be assessed charges for damages to their locker if warranted. The charge for changing the combination to your locker will be \$5.00

**Health Issues**- Only first aid is given at school. In cases of emergency, the parents/guardians will be contacted.

***Illness during the School Day*** - If a student becomes ill during the day, he/she is to get a pass from the teacher to the office. If the condition warrants, parents will be called. A prolonged stay in the restroom because of illness is considered truancy; a student must go to the Office if ill. If a student leaves campus for any reason, *and does not have school and parental permission*, the absence will be considered *truancy*.

***Injuries*** - If a student is injured while participating in a supervised activity, they should report the injury immediately to the supervising teacher.

***Immunization*** - The school will follow the state law in regard to the health regulations relating to immunization and school attendance.

**Insurance**- *Student Insurance* will be made available to all students at their own expense. The district does not carry student accident or medical insurance. The public schools will offer a plan to all students for full and school time coverage. The description of coverage for the voluntary plan is listed on the envelopes. Check in the office for information.

**Library**- Students are expected to use the library as a study area. Noise, rowdy behavior, and non-productive work habits will not be tolerated. Food or drink is also prohibited in the library.

**Auditorium**- Students are not permitted within the auditorium without adequate adult supervision. Food and beverages and behavior that might damage the facility will not be tolerated. Students who are attending an activity in the auditorium should behave in a manner that is supportive of those performing or addressing the group. Students shall be respectful during the pledge, remain in their seats until officially dismissed and refrain from placing their feet on the seat in front of them. Hats are not appropriate in the auditorium.

**Fire Drills**- Upon hearing the fire alarm signal, students will vacate the rooms using procedures posted in each classroom. Fire drills must be taken seriously at all times with all movement being done in orderly manner. After all is clear, the call to return to classes will be given.

**School Lunch Programs**- Lunch costs is \$2.60 for High school students and \$2.40 for Jr. High students. School Lunch is provided daily. The school participates in the Federal Free and Reduced

Lunch program for those qualified. *Students are not allowed to charge for meals provided through the school food service program.*

**Visitors-** The school is a place of business where an effort is made to avoid interruptions. Consequently, visitors, such as friends or relatives of students, are not allowed.

**Lost and Damaged Material/Textbooks-** Students will be required to pay replacement costs for lost or damaged property and books owned by the district. You will receive your textbooks and workbooks in each of your classes from your teachers. Each textbook will have a number on it. You are responsible for these books. If they are lost, stolen, or damaged, you must pay for them. You will not be able to attend classes without a book. If your textbook is missing, inform your teacher and find out how much the book you are missing costs. You then are to go to the office and pay this amount. You will be issued a receipt, which you are to show to your classroom teacher in order to have another book issued to you. At the end of the year you will be assessed charges if you have damaged your textbooks beyond what is considered normal wear and tear. Each textbook must last six years. If you abuse your books or if you write in them, you will pay to replace them.

**Parking-** Parking at Green River High is considered a privilege. Students may only park in **LEGAL STUDENT AREAS**. After school, students may park in any legal parking spot. The school assumes no liability to vehicles while parked on school property. Parking lots may be checked during the day by the sheriff's office. The parking lots of the high school fall under the jurisdiction of the county sheriff. Parking in the wrong area will subject the individual to a ticket and possible towing. Cars parked on school property are subject to search in compliance with the Safe Schools Act.

**Honesty and Integrity-** Cheating and dishonesty need to be addressed by an educational institution because society has high expectations for schools. Any action that may be construed as dishonest or cheating is a serious matter. Each violation will be handled on an individual basis and in a grave manner, with severe consequences to be expected.

**Displays of Affection-** Holding hands is acceptable, but any physical contact beyond that is not allowed at Green River High School. This would include, but is not limited to, hugging, kissing, stroking, petting, fondling, and groping. When students exhibit these behaviors, the following actions will be taken: • First Offense: Students warned • Second Offense: Students placed on Citizenship Probation and parents notified. • Third Offense: Students suspended, in or out of school, for up to three (3) days and parents will be notified. • Additional Offenses: Students involved will be suspended, in or out of school, for up to ten (10) days, and placed on probationary status.

**Skateboards & Rollerblades-** Due to the damage caused to school property and the danger to participants and other people, neither skateboards, rollerblades, roller shoes or scooters are allowed on school property. Violators will be referred to the discipline policy or to the Sheriff's Department.

**Language-** Students are expected to use language suitable for a public place. Senate Bill 33 states, "A student may be suspended or expelled from a public school for any of the following reasons: a) frequent or flagrant willful disobedience; defiance of proper authority, or disruptive behavior including the use of foul, profane, or abusive language." While involved in group activities, cheers that use profanity or make direct reference to profanity must be eliminated.

**Food and Drink in Buildings-** Students may only have drinks with a screw on lid on the carpeted areas of the building. Food and drinks except water are prohibited in classrooms. Drinks without a screw on lid are allowed only in the lunchroom or gymnasiums.

**Dances**-The usual hours for dances are from 7:00 p.m. until 11:00 p.m. or 8:30 p.m. until 11:30 p.m. unless otherwise authorized.

The kind of clothes worn to a dance will depend upon the kind of dance being held. For all informal dances the school dress code is in effect. For all formal dances, the dance dress code will be in effect. Once a student leaves a dance, he/she is not permitted to return. All dances require at least one parent chaperone. The student advisor of the dance should contact and invite law enforcement to the activity. Students from other schools and GRHS alumni may not attend high school dances unless they are open to the community.

**Litter**- The appearance of our building indicates to the public our appreciation of their efforts to finance your education. We ask you to clean up your own litter.

**Vandalism**- Any incidents of vandalism will be referred to the Emery County Sheriff's Office. There will be a reward for information that identifies parties guilty of vandalism. Students will pay for any damage they do, which will usually be seen on the security cameras.

**Fighting**- The school takes the stand that fighting is a socially unacceptable manner with which to resolve conflicts. Parties actually involved in a physical fight will receive suspensions and be referred to the Emery County Sheriff's Office when it meets the legal criteria of disorderly conduct. The school will not take sides and judge one student to be guilty and the other not guilty; however, the student trying to avoid a physical fight will be given consideration for a waiver of the suspension.

## STUDENT DRESS CODE

### Dress Code Philosophy

Green River High School's student dress code supports equitable educational access and is written in a manner that does not reinforce stereotypes. To ensure effective and equitable enforcement of this dress code, school staff shall enforce the dress code consistently and in a manner that does not reinforce or increase marginalization or oppression of any group based on race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, household income or body type/size.

Our values are:

- All students should be able to dress comfortably for school and engage in the educational environment without fear of or actual unnecessary discipline or body shaming.
- All students and staff should understand that they are responsible for managing their own personal "distractions" without regulating individual students' clothing/self-expression.
- Student dress code enforcement should not result in unnecessary barriers to school attendance.
- School staff should be trained and able to use student/body-positive language to explain the code and to address code violations.
- Teachers should focus on teaching without the additional and often uncomfortable burden of dress code enforcement.
- Reasons for conflict and inconsistent and/or inequitable discipline should be minimized whenever possible.

Our student dress code is designed to accomplish several goals:

- Maintain a safe learning environment in classes where protective or supportive clothing is needed, such as chemistry/biology (eye or body protection), dance (bare feet, tights/leotards), or PE (athletic attire/shoes).
- Allow students to wear clothing of their choice that is comfortable.
- Allow students to wear clothing that expresses their self-identified gender.
- Allow students to wear religious attire without fear of discipline or discrimination.
- Prevent students from wearing clothing or accessories with offensive images or language, including profanity, hate speech, and pornography.
- Prevent students from wearing clothing or accessories that denote, suggest, display or reference alcohol, drugs or related paraphernalia or other illegal conduct or activities.
- Prevent students from wearing clothing or accessories that will interfere with the operation of the school, disrupt the educational process, invade the rights of others, or create a reasonably foreseeable risk of such interference or invasion of rights.
- Prevent students from wearing clothing or accessories that reasonably can be construed as being or including content that is racist, lewd, vulgar or obscene, or that reasonably can be construed as containing fighting words, speech that incites others to imminent lawless action, defamatory speech, or threats to others.
- Ensure that all students are treated equitably regardless of race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, household income or body type/size.

Green River High School expects that all students will dress in a way that is appropriate for the school day or for any school sponsored event. Student dress choices should respect the District's intent to sustain a community that is inclusive of a diverse range of identities. The primary responsibility for a student's attire resides with the student and their parent(s) or guardian(s). The school district is responsible for seeing that student attire does not interfere with the health or safety of any student, that student attire does not contribute to a hostile or intimidating atmosphere for any student, and that dress code enforcement does not reinforce or increase marginalization or oppression of any group based on race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance, household income, or body type/size. Any restrictions to the way a student dresses must be necessary to support the overall educational goals of the school and must be explained within this dress code.

\*These dress code guidelines shall apply to regular school days and summer school days, as well as any school-related events and activities, such as graduation ceremonies. The dress code for dances will be listed separately.

**1. Basic Principle: Certain body parts must be covered for all students at all times.**

Clothes must be worn in a way such that genitals, buttocks, breasts, and nipples are fully covered with opaque fabric. However, cleavage should not have coverage requirements. All items listed in the "must wear" and "may wear" categories below must meet this basic principle.

**2. Students Must Wear\*, while following the basic principle of Section 1 above:**

- A Shirt (with fabric in the front, back, and on the sides under the arms), AND
- Pants/jeans or the equivalent (for example, a skirt, sweatpants, leggings, a dress or shorts), AND
- Shoes.

\*Courses that include attire as part of the curriculum (for example, professionalism, public speaking, and job readiness) may include assignment-specific dress, but should not focus on covering bodies in a particular way or promoting culturally-specific attire. Activity-specific shoes requirements are permitted (for example, athletic shoes for PE).

### **3. Students May Wear, as long as these items do not violate Section 1 above:**

- Hats facing straight forward or straight backward. Hats must allow the face to be visible to staff, and not interfere with the line of sight of any student or staff.
- Religious headwear
- Baseball caps or other hats (as long as they are not blocking another student's view).
- Hoodie sweatshirts (wearing the hood overhead is not allowed)
- Fitted pants, including opaque leggings, yoga pants and "skinny jeans"
- Ripped jeans, as long as underwear and buttocks are not exposed.
- Athletic attire

### **4. Students Cannot Wear:**

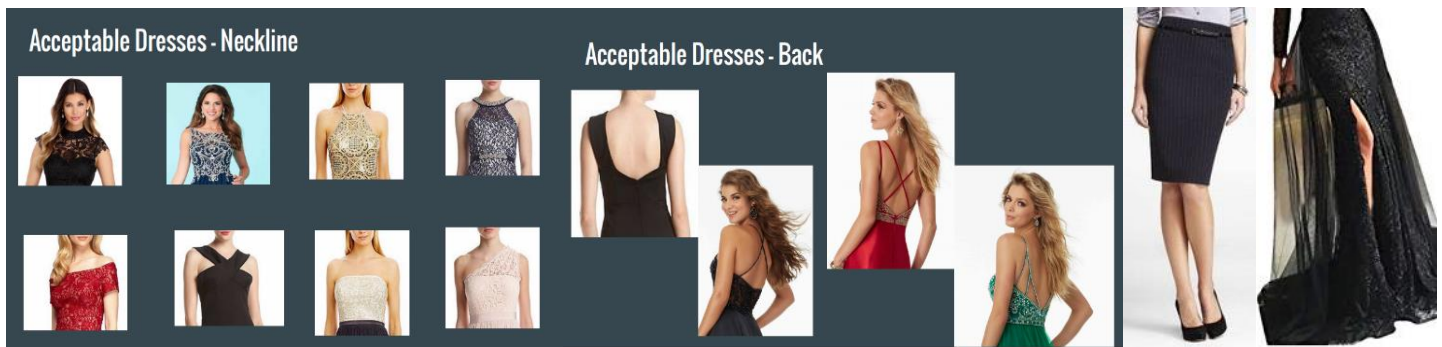
- Violent language or images.
- Images or language depicting drugs or alcohol (or any illegal item or activity).
- Hate speech, profanity, pornography.
- Images or language that creates a hostile or intimidating environment based on any protected class or consistently marginalized groups.
- Any clothing that reveals visible undergarments.
- Swimsuits (except as required in class or athletic practice).
- Accessories that could be considered dangerous or could be used as a weapon.
- Any item that obscures the face or ears (except as a religious observance).

### **5. Dance Dress Code:**

School dances are a fun way to socialize with your friends and a chance to dress up more than you do for school every day. The following information will help you know what to wear for each kind of dance.

- The neckline of a dress, top, or gown must be cut in a way without showing cleavage. Spaghetti straps or strapless dresses are allowed, as long as they are not low cut.
- The cut of a dress in the back or sides must not be cut below the naval (below your elbow).
- A dress, skirt or gown must be longer than mid-thigh at its shortest point.
- Slits in a dress/skirt may be no higher than 3 inches from the knee.

\*\*Photos included for reference.



## 6. Dress Code Enforcement:

To ensure effective and equitable enforcement of this dress code, school staff shall enforce the dress code consistently using the requirements below. School administration and staff shall not have discretion to vary the requirements in ways that lead to discriminatory enforcement.

- Students will only be removed from spaces, hallways, or classrooms as a result of a dress code violation as outlined in Sections 1 and 4 above. Students in violation of Section 1 and/or 4 will be provided three (3) options to be dressed more to code during the school day:
  - Students will be asked to put on their own alternative clothing, if already available at school, to be dressed more to code for the remainder of the day.
  - Students will be provided with temporary school clothing to be dressed more to code for the remainder of the day.
  - If necessary, students' parents may be called during the school day to bring alternative clothing for the student to wear for the remainder of the day.
- No student should be affected by dress code enforcement because of racial identity, sex assigned at birth, gender identity or expression, sexual orientation, ethnicity, cultural or religious identity, household income, body size/type, or body maturity.
- School staff shall not enforce the school's dress code more strictly against transgender and gender nonconforming students than other students.
- Students should not be shamed or required to display their body in front of others (students, parents, or staff) in school. "Shaming" includes, but is not limited to:
  - kneeling or bending over to check attire fit;
  - asking students to account for their attire in the classroom or in hallways in front of others;
  - calling out students in spaces, in hallways, or in classrooms about perceived dress code violations in front of others; in particular, directing students to correct sagged pants that do not expose the entire undergarment, or confronting students about visible bra straps, since visible waistbands and straps on undergarments are permitted; and,
  - accusing students of "distracting" other students with their clothing.

Students who feel they have been subject to discriminatory enforcement of the dress code should contact the Principal.



# ELECTRONIC COMMUNICATION & DEVICE USE BY STUDENTS

Students may be in possession of cell phones, iPods, and other electronic devices. Electronic devices may be used before school, during class breaks, during lunch, and after school hours. Electronic devices may not be activated during class time without permission of the teacher or school administration and must be kept in the student's locker. Violation of this policy will result in confiscation and impounding of the device. The phone will be returned to the owner when a \$10.00 impound fee has been paid and a parent or guardian comes to the school to retrieve the item. If a parent or guardian does not come to retrieve the device, it may be returned to the student at the end of the school year. Subsequent violations will result in an increase of \$5.00 per violation.

## District Policy JICJ

**Definition:** An "electronic communication device" includes telephones (including cellular phones), camera telephones, two-way radios or video broadcasting devices, pagers, and any other device that allows a person to record and/or transmit, on either real time or delayed basis sound, video or still images, text, or other information.

The Emery County School District has determined that electronic communication devices, while appropriate in some instances, have limited educational value and may create a distraction to the learning environment.

A student may possess an electronic communication device in school, on school property, at after school activities and at school-related functions, provided that during school hours the electronic communication device remains off and must be concealed, unless the device is being used as part of an instructional lesson as directed by the teacher. Although electronic communication devices can be brought into the building, the following must be adhered to in order for a positive learning environment to exist:

- 1) Electronic communication devices shall not be turned on and available for operation during school hours, during class time, testing, lunch, class changes or at other non-class times.
- 2) At no time may electronic communication devices be utilized by any student in a way that might reasonably create in the mind of another person an impression of being threatened, humiliated, harassed, embarrassed or intimidated.
- 3) Student use of an electronic communication device is limited to before school begins in the morning and after school closes for the day.
- 4) Student use of an electronic communication device during school hours is limited to emergency use only, when directed by a school employee. Emergency use includes medical emergencies, a hostage situation, a case of an in-school violent act, or an in-school intruder who becomes violent.
- 5) During school activities when the use of electronic devices are permitted, students shall not use electronic devices for video or audio capture, recording, or transmission of the words or images of others without express prior notice and explicit consent and where such use is in violation of law or policy.

## Electronic Device Search

Search of an electronic device shall be restricted to data areas where reasonable suspicion exists that a law or policy has been violated. Data Searches may be conducted only to the extent necessary to retrieve evidence of law or policy violation related to the reasonable suspicion.

**Discipline:**

If any of the above rules are violated the student will be informed of policy violation and will be subject to school discipline, which could include confiscation of the electronic communication device. A confiscated electronic communication device will be given to the school principal or his/her designee and returned to the student or to the student's parent or guardian at the end of the school day. Repeated violation of this policy may lead to student suspension or expulsion and will require the parent or guardian of the student to pick-up the device from the principal or his/her designee. *The Emery County School District and its schools are not responsible for the loss, theft or damage to an electronic communication device owned/possessed by a student.*

## STUDENT CONDUCT

*School Manners* - An understanding of good manners is an important step toward success in life. Good manners here, as everywhere, are based on kindness and consideration toward others. They are a way of showing the regard we have for other people. You can easily acquire the habit of proper school conduct by knowing what constitutes acceptable behavior and language and then practicing the correct manner of doing things in daily contact with other students, teachers, and school authorities.

A student's background and training are revealed in their day-by-day contacts with other students and teachers. Thus, a student should ask himself the following questions:

Do I show proper consideration toward my teachers?

Is my behavior correct when among other students?

Do I have proper regard for school property?

In order to acquire an appreciation and understanding of correct classroom conduct, the following modes of behavior should be considered carefully by all students.

Students should show respect for the teacher by being on time, listening attentively and sitting quietly.

Students should avoid being show offs or playing the clown.

Students should not read or touch anything on a teacher's desk.

Student with good manners will not laugh or ridicule another student's statement made in a classroom discussion, he will listen attentively to his classmate's remarks, and when he disagrees, he will state his point in a polite, matter-of-fact manner and avoid rude interruptions.

Students, there is a time and place for display of affection. Boy-girl relationships are part of growing, but inappropriate displays of affection are not acceptable in school.

In Summary:

Be on time

Attend regularly

Make up work when absent

Have the necessary class materials

Be respectful of others and their property

In addition to the general rules set forth herein, the student is expected to obey all rules and regulations adopted by the Board of Education for their conduct. Students shall not engage in any activities prohibited herein nor shall he or she refuse to obey any directions given by a member of the faculty or staff who is attempting to maintain public order.

### **Student Behavior on School Property**

Behavior in the halls, on school property, and at school activities is as important as classroom behavior; therefore disciplinary action will be taken for inappropriate behaviors. If this happens

students will move into the discipline category of the discipline policy. Examples of such action include, but are not limited to the following:

1. Driving or parking violations committed on school property.
2. Improper conduct in the halls or other common areas.
3. Improper conduct at school-sponsored and controlled activities during or outside of normal school hours including graduation exercises.
4. Possession or illegal use of tobacco on school property or at school sponsored activities. Any student who is disciplined for violation of the Alcohol and Drug Policy (JFC(H-1)) will receive a "U" in citizenship.
5. Violation of other state laws committed on school property or at school sponsored activities.
6. Being in the halls without the teacher's knowledge and/or permission.
7. Chronic or severe misbehavior problems in any one or more classes.
8. Fighting
9. Forging a note in an attempt to excuse an absence or having someone other than a parent or legal guardian call to excuse an absence.
10. Violating dress code.
11. Displaying affection, (e.g. inappropriate touching, kissing, lying or sitting on each other.)

## Behavior Referral Process

### Green River High School Behavioral Referral Process

**Any student who engages in a significant disruption to the learning environment is subject to the GRHS Behavior Referral Process.**

***Behaviors That Constitute a Significant Disruption to the Learning Environment:***

- #1- Injury to others
- #2- Damage to school, student, or teacher property
- #3- Obscene remarks or profanity
- #4- Uncontrollable behavior or willful disobedience

#### **STEP 1**

*Teacher Initiated Parent Meeting*

***The teacher will contact the parent and create a plan with the student and parent to resolve the negative behavior.***

*Student Will:*

*Teacher Will:*

#### **STEP 2**

*Principal Initiated Parent Meeting*

***The teacher will refer the student to the principal who will create a behavior contract with the student and parent.***

**Behavior Contract Requirements:**

**Consequences For Fulfilling Behavior Contract Requirements:**

## Consequences For Not Fulfilling Behavior Contract Requirements:

### STEP 3

#### *Principal Initiated Parent Meeting*

***Principal will meet with student justices. Along with the student justices, the principal will review the student's behavior contract. The justices will recommend further action. The principal will request a meeting with the parent and student to discuss the recommendation of the student justices.***

If a student commits an offense such as theft, fighting, possession of tobacco, possession of alcohol, possession of drugs, vandalism, disobedience, profanity, etc., the following steps will be taken:

**First Offense:** A written referral is completed. The student is suspended for three days and is referred to juvenile court, if appropriate. Parents must accompany the student to get him/her reinstated to school. The Emery School District and the UHSAA alcohol and tobacco policies will be followed in addition to the above steps.

**Second Offense:** A written referral is completed. If appropriate, further offenses will result in referral to the school board for expulsion. Note: Students who are suspended or placed on Citizenship Probation will not be eligible to participate in school-sponsored activities while on probation. Any offense that involves possession of firearms, explosives or other weapons (real or imitations) will result in a 10-day suspension and referral to the school board for expulsion.

#### **53A-11-910. Disruptive student behavior.**

"Disruptive student behavior" includes: the grounds for suspension or expulsion described in **Section 53A-11-904**; *Grounds for suspension or expulsion from a public school.*

*(1) A student may be suspended or expelled from a public school for any of the following reasons:*

- (a) frequent or flagrant willful disobedience, defiance of proper authority, or disruptive behavior, including the use of foul, profane, vulgar, or abusive language;*
- (b) willful destruction or defacing of school property;*
- (c) behavior or threatened behavior which poses an immediate and significant threat to the welfare, safety, or morals of other students or school personnel or to the operation of the school;*
- (d) possession, control, or use of an alcoholic beverage as defined in Section 32A-1-105;*
- (e) behavior prescribed under Subsection (2) which threatens harm or does harm to the school or school property, to a person associated with the school, or property associated with that person, regardless of where it occurs; or*
- (f) possession or use of pornographic material on school property*

(3) (a) It is unlawful for a school-age minor to engage in disruptive student behavior.

(b) A qualifying minor is subject to the jurisdiction of the juvenile court if the qualifying minor:

- (i) engages in disruptive student behavior, that does not result in suspension or expulsion, at least six times during the school year;
- (ii) (A) engages in disruptive student behavior, that does not result in suspension or expulsion, at least three times during the school year; and  
(B) engages in disruptive student behavior, that results in suspension or expulsion, at least once during the school year; or
- (iii) engages in disruptive student behavior, that results in suspension or expulsion, at least twice during the school year.

(7) (a) A qualifying minor to whom a habitual disruptive student behavior citation is issued under Subsection (6) shall be referred to the juvenile court for violation of Subsection (3).

# CITIZENSHIP EDUCATION

**Administrative Regulations-** The administration of each secondary school will develop administrative regulations to clearly guide the implementation of this policy in the school and insure that it is administered consistently. The administration of each secondary school will be responsible to annually communicate this policy to parents and students.

The board of education believes that quality education is the first order of business in the Emery District and that quality education results from adherence to principles, objectives, and expectations. The primary goal of education is the development of individuals who possess the knowledge, skills, and human characteristics necessary to enable them to live meaningful lives and to be positive contributors to society.

The Supreme Court of the United States has ruled that society has the right to compel children to attend school for two reasons: 1) to prepare them to be good citizens; and 2) to teach them to be self-reliant and self-sufficient. The first of these reasons is evident. The relationship with the second has been made clear by research showing that people are rarely fired from their jobs because of a lack of skills. Firing almost always results from poor citizenship as evidenced by unreliability, excessive absence from work, and failure to get along with other people.

**Citizenship Education-** In requiring compulsory education, Utah law requires that careful attention be placed upon citizenship education. "Honesty, temperance, morality, courtesy, obedience to the law, respect for and an understanding of the constitutions of the United States and the State of Utah, the essentials and benefits of the free enterprise system, respect for parents and home, and the dignity and necessity of honest labor and other skills, habits, and qualities of character which will promote an upright and desirable citizenry and better prepare students for a richer, happier life shall be taught in connection with regular school work."

To stress academic grades without placing at least equal emphasis upon citizenship performance fails to recognize one of the major purposes for public education. The laws of the State of Utah and the basis of public education as set by the Supreme Court of the United States determine the standard for citizenship education. (Utah Code)

**Classroom Citizenship Grades-** Citizenship grades in classes will be awarded with the following designations at the end of each quarter:

- H= Honor
- S= Satisfactory
- N= Needs Improvement
- U= Unsatisfactory

*When a U or an N, are received on the report card the student will be placed on Citizenship Probation. While on Citizenship Probation students will not be permitted to participate in (this includes practices) or attend any extracurricular activities. Students wishing to remove U's or N's will have three hours of probation class for each U and one hour for each N. Graduation Requirements: Each student is required to earn 24 citizenship credits to meet graduation requirements. These 24 credits are from grades 9-12.*

**Negative Behaviors-** Negative behavior will result in a "U." U's and N's will be documented on SIS. Following are examples of the kinds of attitudes and/or behaviors which will result in a "U."

1. Blatant disrespect for a teacher, student, or other school personnel (speech, gestures, etc.).
2. Direct and willful disobedience.
3. Possession of and/or exhibition of pornography.
4. Gambling.
5. Vandalism.

6. Cheating.
7. Theft.
8. Excessive Tardies. 4 tardies = N, 6 tardies = U, 9 tardies = U + an administrative N and 12 tardies = U + an administrative U.
9. One incident of extreme behavior could result in a total loss of citizenship in a class for a grading term. This could include fighting, vandalism, lighting flames (except as part of a lab assignment under the direction of a teacher), illegal possession of tobacco, or any behavior which poses a threat to life, health, or property.

**Sexual Harassment Policy** Sexual harassment is against the law! When a sexual harassment complaint is made and investigated and determined to be legitimate, the following steps will be taken:

1. First complaint-----one day out of school suspension and follow 11 step plan.
2. Second complaint-----two day out of school suspension and follow 11 step plan.
3. Third complaint-----Suspension and referral to School Board for action.

(The student will be given a time by the counselor to come in on the suspended day and take the 11 step education plan). The student will sign saying they have completed the steps. This material will be used in court if any action is taken. We take sexual harassment very seriously at Green River High School.

**Hazing-** The District prohibits hazing. “Hazing” means any intentional, knowing, or reckless act directed against a student, by one person alone or acting with others that endangers the mental or physical health or the safety of a student for the purpose of being initiated into, affiliating with, holding office in or maintaining membership in any organization whose members are or include other students. The term includes, but is not limited to:

1. any type of physical brutality, such as whipping, beating, striking, branding, electronic shocking, placing of a harmful substance on the body, or similar activity;
2. any type of physical activity, such as sleep deprivation, exposure to the elements, confinement in a small space, calisthenics, or other activity that subjects the student to an unreasonable risk of harm or that adversely affected the mental or physical health or safety of the student;
3. any activity involving consumption of a food, liquid, alcoholic beverage, liquor, drug, or other substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student;
4. any activity that intimidates or threatens the student with ostracism;, that subjects the student to extreme mental stress, shame, or humiliation, or that adversely affects the mental health or dignity of the student or discourages the student from remaining registered in an educational institution or that may reasonably be expected to cause a student to leave the organization or the institution rather than submit to acts described above; and/or
5. any activity that induces, causes, or requires the student to perform a duty or task that involves a violation of state law.

The following actions shall be included in the offense of hazing, and students or staff members who commit any of them will be in violation of District policy:

1. engaging in hazing;
2. soliciting, encouraging, directing, aiding, attempting to aid another in engaging in hazing;
3. intentionally, knowingly, or recklessly permitting hazing to occur; and
4. having firsthand knowledge of the planning of a specific hazing incident involving a student, or firsthand knowledge that a specific hazing incident has occurred, and knowingly failing to report that knowledge in writing to the principal, superintendent or designee.

Students found in violation of this policy: 1) will be dismissed from the organization engaging in the hazing; and 2) may be suspended from school for up to three days.

**Bullying-** The Emery County School District supports a secure and safe school climate that is conducive to learning and is free from threat, harassment and any type of bullying behavior.

Green River High School recognizes that bullying and intimidation have a negative effect on students and school climate. Students who are intimidated and fearful cannot give their education the focus needed for success. Bullying also leads to violence and other antisocial behavior. Every student has the right to an education and to be safe in and around school.

Bullying is defined as any written or verbal expression, physical act or gesture, or a pattern thereof that is intended to cause distress upon one or more students in the school environment. Bullying is an unfair and one-sided pattern of abuse over time. It happens when someone keeps hurting, frightening, threatening, or leaving someone out on purpose. The school environment includes school buildings, grounds, vehicles, bus stops, and all school-sponsored activities and events...

**Bullying behaviors include the following:**

- Hurting someone physically by hitting, kicking, tripping, or pushing
- Stealing or damaging another person's things
- Ganging up on someone
- Repeatedly teasing someone in a hurtful way
- Using put-downs, such as insulting someone's race, gender or beliefs
- Spreading rumors or untruths about someone

Staff members who observe or become aware of an act of bullying will take immediate and appropriate steps to intervene and shall report the bullying to the school principal for further investigation.

Students and parents who become aware of an act of bullying should report it to the school principal for further investigation.

Consequences for students who bully others shall depend on the number and severity of the incidents and the type of bullying that occurred.

The three types of bullying are:

- 1. Indirect:** emotional harassment, spreading rumors, slander, exclusion from social activities, gossiping, improper gestures, improper comments in notes, letters, email, etc.
- 2. Verbal:** name-calling, insults, racist remarks, sexual remarks, teasing, taunting, threatening, etc.
- 3. Physical:** hitting, kicking, taking another's possessions, theft, fighting, spitting, etc. (invasion of a person's space)

The following will serve as a recommendation for taking action regarding bullying incidents.

Indirect-

1. Talk with principal (documented);

Verbal-

2. Talk with principal (documented), parents contacted, student completes an Action Paper to be placed in student file;

Physical-

3. Steps one and two, one-day suspension, meeting with principal;
4. 3-day suspension, student placed on probation, complete Action paper, juvenile court referral;
5. Same as No. 4 but with a 5-day suspension;
6. Same as No. 5 but with a 10-day suspension;
7. Recommendation to the school board for alternative school placement.

**Use of Tobacco** (Emery District Policy JICG)

Tobacco is the number one killer and the leading cause of preventable death in Utah. To support and encourage a healthy lifestyle for students the Board of Education establishes the following smoking/tobacco policy.

The use or possession of tobacco or any tobacco product, including smokeless tobacco, for students under the age of 19 is against Utah State Law. Violators are referred to the Juvenile Court as "status offenders under the criminal code" and not under the Controlled Substance Act. Therefore, violators on school property, in district vehicles, at school-sponsored activities, or within 1,000 feet of school

property, or while attending school sponsored activities away from school, shall be issued citations by the school administration, and/or law enforcement authorities, and subsequent juvenile court action may be taken. School employees who witness student tobacco use in violation of this policy shall refer such use to the appropriate school administrator for action.

Schools shall, in addition to the above, for repeat violators, have students attend a smoking cessation class, or place the student on in-school or out-of-school suspension.

### **Tobacco Use/Possession:**

1) Disciplinary action, independent of any court action, shall be taken by the school in cases involving the use, possession, sale, or distribution of tobacco/tobacco products. For a first tobacco violation, the principal or designee shall confiscate the tobacco and notify the parents/guardians. The principal or designee may also:

- a) submit a court referral; and
- b) refer the student to a tobacco cessation program.

2) For the second violation the principal or designee shall:

- a) confiscate the tobacco;
- b) submit a court referral;
- c) notify parents/guardians;
- d) suspend student from school for up to ten (10) days; and
- e) order the student to complete a tobacco cessation program.

3) For the third and subsequent violations, the principal or designee shall:

- a) confiscate tobacco;
- b) submit a court referral;
- c) notify parents/guardians;
- d) suspend student from school for up to ten (10) days; and
- e) begin immediate expulsion procedures.

4) If a student desires to return to school after the suspended or expulsion time, he/she must show evidence of being enrolled in or, having completed the tobacco cessation program and must be in acceptable standing with the school administration.

Possession of tobacco paraphernalia by students, including lighters and matches, is strictly prohibited on school district property or at school related activities and may result in disciplinary action as determined appropriate by the school administration.

Advertising of tobacco products is prohibited in school buildings, on school property, at school functions and in all school publications. This includes clothing that advertises tobacco products.

Any student who is interested in quitting tobacco use may take the tobacco cessation classes on a voluntary basis. Students will not be penalized in any way for requesting to take the cessation classes on a voluntary basis. The school will make every effort to assist the student in accessing the program.

### **Alcohol and Drug Use by Students** Emery District Policy JICH

#### **VII. Penalties for Drug/Alcohol Related Activities:**

Disciplinary action, independent of any court action, will be taken by the District in cases involving the use, possession, distribution or sale of alcohol, controlled substances, imitation controlled substances, drug paraphernalia, or for students visiting/resorting. Students may be subject to immediate in-school-suspension, suspension, change of school program, or possible expulsion for violation of the policy.

A) A student who violates the District Alcohol and Drug policy for the first time shall be suspended from school for a minimum of three (3) days to a maximum of ten (10) days, as determined by the school principal.

1. A student returning to school following a suspension shall be automatically referred to the school counselor/advisor for supportive follow-up.



2. A non-use contract shall be signed by the student, parent, and the designated educator.
  3. The student shall complete (at District expense) counseling sessions at school with the Four Corners Mental Health organization and at least one parent should be encouraged to participate in these sessions. However, if the student and parent so desire they may choose counseling (at their own expense) from one of the licensed counseling agencies. They must provide proof of counseling arrangements, at the beginning of counseling, to the principal. At the end of counseling they must submit to the principal a letter stating counseling has been completed.
  4. If the student fails to complete a counseling program as outlined in 3 above, the student will be assigned to an alternative school program.
  5. The student shall participate in a formal alcohol and/or drug assessment which is provided by the District, or from any alcohol and drug treatment agency approved by the District, with the cost of the alternative assessment assumed by the parents. Failure to secure such an assessment may result in further appropriate action such as placement in an alternative school program.
  6. A student who participates in school sponsored activities and functions such as clubs, teams, band, choir, etc. or who serves as an elected or appointed student body or class officer shall not participate during the time of suspension. During the professional counseling period provided, participation in school activities is dependent upon faithful attendance at the counseling session or counselor recommendation. To return to such activities, the student must also be in good standing with the school principal who will authorize any return to participation in such activities.
- B) A student who violates the District Alcohol and Drug policy a second time shall be expelled from school if he/she has attained the age of 16 years or more. If under 16 years of age, the student will be placed in an alternative school arrangement.

#### VIII. Student Self-Referral:

If a student voluntarily admits to having a drug or alcohol abuse problem, the District will provide a conference with the principal or designated educator, waive the school penalties regarding suspension, ineligibility to participate in school activities, and reporting to the sheriff. The District will provide counseling for first time offenders as outlined in VII, A, 3. Possible additional resources for assistance will be provided and the student's participation in the Peer Helper Program will be encouraged.

**Bus Transportation-** Bus drivers have a tremendous responsibility for the safe transportation of students. While on a school bus, students must obey the rules of the district as well as those of the driver. Failure to cooperate may result in suspension or complete removal from the school bus. Students involved in school activities must ride on the bus provided. Under no circumstance is a student allowed to drive a private car to such an activity or ride with another student.

#### **Bus Rules**

- Students, while on a school bus, will be directly responsible to the bus driver. Disorderly conduct shall be sufficient reason for the driver to suspend the student's bus privileges for a designated period. The school district will not tolerate misbehavior on the buses.
- It shall be the duty of every teacher, coach, or sponsor to see that his/her students are familiar with all rules governing the conduct of students while riding the bus. Some of the most important rules are:
  - Remain seated while the bus is moving
  - Keep head and arms inside the bus
  - Walk in front of the bus when crossing the street
  - Remain quiet enough that instructions from the driver can be heard at all times
  - Refrain from the use of profane language

**Weapons in Schools-** It is the policy of the Emery County School District that a student who is found to have brought a weapon to school, or to a school supervised activity, or to be in possession of such

a weapon while at school, or when involved in any school-sponsored activity, shall be expelled from school for a period of not less than one year.

The superintendent may modify the expulsion requirement for a student on a case-by-case basis.

### **Attendance Policy**

**Compulsory Education-** Utah state law requires compulsory education for minors between six and 18 years of age: 1) A person having control of a minor between six and 18 years of age shall send the minor to a public or regularly established private school during the school year of the district in which the minor resides. 2) It is a misdemeanor for a person having control of a minor to willfully fail to comply with the requirements of this chapter. 3) A local board of education shall report cases of willful noncompliance to the appropriate juvenile court. 4) Officers of the juvenile court shall immediately take appropriate action.

*Excused Absence-* An absence approved by both parent/guardian and school personnel. School approval can be given only if parents contact the school. Regardless of a student's age, a parent or guardian must excuse the student.

*Student Checking Out of School-* If a student is leaving the school for any reason, he/she must check out at the office. Under no circumstances may a student leave the school without permission from the office. Approval may not be granted after the fact. Such an incident will be considered truancy.

*Parent Permission-* Parents may excuse their students from school by informing the office prior to the absence. This will be an excused absence, and teachers must give the students a reasonable opportunity to make up work. When parents exceed the number of days they can excuse absences (according to district policy), the absences will be considered unexcused and lead to court action.

### **Student Attendance and Truancy Intervention - Policy JE**

**Compulsory Education:** Attendance at school is a critical element for student achievement and success. Excessive student absence from school leaves learning gaps that are difficult to fill. Compulsory Education laws of the State of Utah require students who are at least 6 years of age and not more than 18 years of age, shall attend school unless properly exempted by the Board of Education. Parents or legal guardians of a student between 6 and 18 years of age are responsible for sending the student to school. **(Utah Code Ann. 53A-11-101)**

**EXEMPTIONS:** Students who meet one or more of the following conditions to the satisfaction of the Board of Education shall be exempt from State compulsory attendance requirements:

1. A student over age 16 may receive a partial release from school to enter employment if the student has completed the eighth grade, or if the student's services are required for the support of a parent. Students receiving this exemption must still attend school as required by the Board of Education.

2. On an annual basis, a student between six and 18 years of age may receive a full release from attending school or class if one of the following is established to the Board's satisfaction:

a. The student has already completed the work required for graduation from high school.

b. The student is taught at home in the subjects prescribed by the State Board of Education in accordance with the law and for the same length of time as students are required by law to be taught in the District. A minor student receiving partial release in order to enter employment under item 1 above may be excused from attending required part-time school if the student is taught the required number of hours at home.

c. The student is in a physical or mental condition, certified by a competent physician, which renders attendance inexpedient and impracticable.

d. Under certain conditions, students may be exempted from compulsory school attendance because of distance.

- e. Proper influences and adequate opportunities for education are provided in connection with the student's employment.
- f. The Superintendent determines that the student, if over age 16, is unable to profit from attendance at school because of inability or a continuing negative attitude toward school regulations and discipline. **(Utah Code Ann. 53A-11-101)**

### **Definitions:**

1. **Excessive Absence** – is being absent from school, or any individual class thereof, more than 6 times in any school term. This does not include excused absences and school-sponsored activities.
2. **Policy JE: Student Attendance and Truancy Intervention**
3. **Excused Absence** – is an absence that has been excused by the school administration. A student may be excused from school for a reasonable period of time for a death in the family, severe illness, injury, or approved school activity. An absence may also be permitted by a student's Individualized Education Plan (IEP), or 504 Accommodation Plan.
4. **Pre Approved Extended Absence** – is a long-term absence (three days or longer) that may be approved by the school principal if it is determined the extended absence will not adversely impact the student's education.
5. **Truant Minor** – is a school-age minor who is subject to the State of Utah Compulsory Education law and who is absent from school or class without a legitimate or valid excuse.
6. **Notice of Truancy** – is an administrative notice to a truant minor and his/her parent(s) issued following an appearance before the principal or other designated school official citing a fifth unexcused absence.
7. **Habitual Truant** – is a school-age minor who is truant at least ten times during one school year and who fails to cooperate with efforts on the part of the school authorities to resolve the minor's attendance problem.
8. **Habitual Truancy Citation** – is an administrative citation to a truant minor and his/her parent(s) issued following a tenth unexcused absence in a school year, or anytime after the fifth unexcused absence in a school year when the student and/or parent(s) fail to cooperate with school authorities to resolve the attendance problem. *A Habitual Truancy Citation may not be issued to a school-age minor who is 16 years of age or above if they have at least a 3.5 GPA.*
9. **Notice of Compulsory Education Violation** – means an administrative notice to a school-age student in grades 1-6 and their parent(s), after five unexcused absences in a school year.
10. **Parent** – shall mean the child's parent(s), guardian(s), or an individual acting for or on behalf of the child under a power of attorney or other similar legal document.

### **Policy: Excessive Absence**

Absence from school for six (6) or more days, or portions of a school day during one (1) term, not including school-excused absences, shall be considered as "excessive absence" under this policy. The following procedure will be followed to assist in avoiding excessive absences on the part of students:

1. On the third absence in any one class, the student's parents will be notified by mail or administrative phone call that their child has reached three of the six parent excused absences allowed each quarter.
2. On the sixth absence in any one class, the student's parents will be notified by mail or administrative phone call and a meeting will be scheduled to discuss the problem.
3. In the meeting, an attendance review will take place to determine whether there are extenuating circumstances that have contributed to the student's absences. If not, all future absences will be excused only by doctor's excuse, a school administrator, or preapproved parent written request.
4. On the seventh absence in any one class, student citizenship will be dropped to an N.
5. On the ninth absence in any one class, student citizenship will be dropped to a U.

6. If absences beyond the sixth absence in any one term are not cleared according to the policy; 2017 Utah House Bill 239: Juvenile Justice Amendment; students will lose citizenship credit and be required to make up the class time missed in either the after-school homework/Tutoring class or the after school Adapt class. If student does not attend class and/or attendance does not improve a Juvenile Court referral will be filed.

**Extended Absences:** Circumstances may arise when parent(s) request that their child be excused for purposes other than illness, medical appointments, family emergencies, or death of a family member. Periodically students travel with their parents on business trips or vacations during the school year. In such circumstances, parent(s) must contact the school principal to discuss the reasons and justification for the absences. If the principal grants the student's absence, the student should gather ahead of time (at least a week, if possible), all homework or other assignments that he/she will be missing. The student is then responsible to turn in all assignments and make up all exams within a prearranged time frame.

Since learning is progressive, it is important that all assignments are completed. Teachers will provide the opportunity for students to make up assignments missed, but it is each student's responsibility to find out what assignments were given and the date by which they are to be finished.

After reviewing the student's grades and academic status, the principal will make a determination as to whether the absences should be approved. If the Principal determines that the requested absence for the student would have a significant negative impact on the student's education and the parent's take the student out of school, such absences will be counted as unexcused and the student will be considered truant for those days missed.

**School-Sponsored Activities:** Students who participate in school-sponsored activities are considered present when calculating attendance. However the students are expected to complete all missed assignments and testing as arranged with individual teachers.

**Tardies-** Students are expected to be in class by the time the tardy bell rings. Students are given three tardies to take care of emergencies before it affects their citizenship grade. On the 4<sup>th</sup> tardy, the student will receive an "N" in citizenship. On the 6<sup>th</sup> tardy the student will receive a U, on the 9<sup>th</sup> tardy the student will receive a U and an administrative N, on the 12<sup>th</sup> tardy the student will receive a U and an administrative U. Tardies after six will also be applied to the unexcused absence policy. Seminary students who are still in the school building when the tardy bell rings will be marked tardy in the office (administrative tardy) which will count toward the number of tardies a student has accumulated.

## RIGHTS AND RESPONSIBILITIES

### **Rights of Students:**

1. To attend school and classes unless removed under due process as specified in the school and district procedures.
2. To be informed about school and district rules and regulations pertaining to students.
3. To receive appropriate educational programs designed to meet the individual needs of regular class students and the special needs of those who are handicapped.
4. To attend school in an academic and social climate that is free from fear and violence.
5. To receive fair and reasonable treatment from those who are responsible for enforcing standards of student conduct.
6. To examine personal records with the assistance of a certificated staff member for proper explanation.

**Responsibilities of Students:**

1. To comply with the regulations, pursue the required course of study, and submit to the authority of the schools.
2. To know and obey school rules and regulations.
3. To punctually and regularly attend assigned classes.
4. To be prepared to work in class with needed materials and assignments.
5. To deliver correspondence between school and parents such as progress reports, report cards, and notices.
6. To contribute to a positive learning environment through acceptable behavior.
7. To respect the rights and property of others, including the right to learn.
8. To conserve, enhance, and maintain the appearance of school buildings and grounds, school equipment, and instructional materials.
9. To maintain personal standards of dressing and grooming appropriate to class and school activities as determined at the local school site. Appropriate foot gear must be worn at all times for reasons of health and safety.
10. To comply with regulations requiring students to stay off any other campus while that school is in session or having an approved school function.
11. To return required documentation or correspondence requiring a parent's signature.

**Rights of Parents:**

1. To be informed of district policy and school rules and regulations related to their children.
2. To visit school periodically and upon request to participate in conferences with teachers or counselors regarding the academic and behavioral status of their children.
3. To inspect their child's school records with the assistance of a certified staff member for proper explanation.
4. To be informed of significant facts and school action related to the student's behavior and academic progress.

**Responsibilities of Parents:**

1. To make sure their children attend school regularly on time, have adequate sleep and nutrition, practice proper personal hygiene and wear appropriate clothing.
2. To be familiar with district policy and school rules and regulations
3. To provide the school with a current emergency telephone number where a parent or a responsible adult may be reached at all times.
4. To actively participate in efforts to improve student's behavior when necessary to assist school personnel in planning and implementing a prescriptive program.
5. To maintain consistent and adequate control over their children and to support reasonable control measures as applied by school personnel.
6. To cooperate with the school in bringing about improvements designed to enhance the educational program offered students.
7. To make provisions for off-campus care for the student in the case of suspension, illness, or accident.
8. To see that their child attends school except when ill. (Utah Law 53-24-1)
9. To return to the school all required, signed documentation, and correspondence needed by the school.

**Rights of Teachers:**

1. To expect students to behave in a manner which will not interfere with education for themselves and other students.
2. To teach with interruptions held to minimum.
3. To teach in an environment which is conducive to learning.
4. To receive parental support related to academic and social progress of the students.

5. To request suspension of a student from class within the limits of the law.
6. To be informed of a student's record of behavior when the student is administratively transferred for disciplinary reasons at the time the student is enrolled and of any changes in that record which will affect classroom teaching objectives and/or attendance.
7. To be informed of a student record of behavior that may affect classroom teaching objectives.
8. To receive administrative support when enforcing rules designed to provide appropriate school and classroom climate.

### **Responsibilities of Teachers:**

1. To assume responsibility for the enforcement of the established district and school rules.
2. To conduct a planned classroom program with consideration for individual differences.
3. To set a positive role model for students to follow.
4. To initiate, post, and enforce a set of classroom regulations consistent with school and district policy.
5. To maintain consistent and adequate control over their students.
6. To take prompt, appropriate action towards those students who misbehave.
7. To hold students accountable for their conduct while at school or at school-sponsored activities beyond the regular school day for which the teacher has direct or assigned supervisory responsibility.
8. To immediately inform parents when behavior, attendance, or academic problems arise that cannot be dealt with in a routine manner at school.

### **Rights of Administrators:**

1. To expect students to behave in a manner which will not interfere with the educational programs and related student activities offered by the school.
2. To receive parental support related to academic and social progress of students.
3. To receive support from all school employees and parents in maintaining campus control.
4. To suspend, recommend exclusion, expulsion, or exemption within the limits of the law.

### **Responsibilities of Administrators:**

1. To provide leadership that will establish, encourage, and promote a good teaching and effective learning environment.
2. To provide a positive role model and leadership in developing and implementing school rules and regulations including attendance reports to parents.
3. To publicize school and district rules and regulations at the beginning of each school year or at the time of student's enrollment at the end of the year.
4. To grant access to pupil records by parent/guardian or other with proper authorization.
5. To develop and implement procedures for student assessment and placement into appropriate educational programs.
6. To initiate and enforce such control measures as needed to establish and maintain an environment in which learning can take place.
7. To hold students accountable for their conduct and attendance and to take prompt, appropriate action towards those who misbehave, are excessively absent, or are truant.
8. To support staff members in enforcing school and district rules and regulations.
9. To inform teachers of the record of a student's behavior when a student is administratively transferred by disciplinary reasons at the time the student is enrolled.
10. To inform appropriate staff of any Attendance Committee or Hearing Panel decision concerning a student that may affect classroom objectives.
11. To request assistance from district support services and community agencies and resources in cases indicating such action.

*Note:* Nothing in the above numbered rules and regulations shall be construed to prohibit a teacher, administrator, or other district employee from protecting themselves or others, or school property by

means of restraining a student, confiscating a weapon, or turning a law breaker over to appropriate law enforcement agencies.

**Law Enforcement Officers on Campus-** Cooperation with law enforcement agencies is desirable, keeping in mind the rights of pupils and parents. This cooperation must recognize the functions of the schools, be in harmony with the Constitution of the United States, the laws of Utah, and recognize the potential enrichment that law enforcement agencies can make in the education program.

**Interviews:** Interviews of pupils by law enforcement officers who show proper identification will be permitted during the school day when interviews during non-school hours are impossible, impractical, or would unduly interfere with law enforcement. Efforts will be made to notify the parent, guardian, or other adult person having the care and custody of the child. In the event that an interview is conducted on the school premises, the principal or his representative may be present during the interview.

**Arrests:** Custody and/or arrest may be affected by a police officer after he has shown proper identification and credentials.

**Non-Discrimination Statement-** It is the policy of the Emery County School District not to discriminate on the basis of race, color, national origin, sex, or disability in programs, activities, and employment, If a disability exists which requires special accommodations for participation in any program or activity, please notify the School or District three days in advance.