



SNOW CANYON HIGH SCHOOL STUDENT HANDBOOK 2009-2010

SC Fight Song

**Stand oh mighty Warriors
Throw your challenge to the foe
We will fight with all our might
To battle we will go
Ever we'll be true to the Gold, Green, and Blue
Join along and sing our song
Go Warriors it is up to you.**

S-C-H-S-C-SCHS

**Give a rousing cheer for our
Snow Canyon High
Bring along the band and raise our
Colors to the sky.
We will give our all to help our
Team to win tonight!
Stand and cheer, we all are here
To show our pride
SC Unite! All right!**

Snow Canyon High

Our Mission:

To establish a collaborative learning community in which students acquire the essential knowledge, skills, and character to become independent life-long learners and contributors to their world community.

DESIRED RESULTS FOR STUDENT LEARNING

A Snow Canyon High School Student will be:



A **CRITICAL THINKER**,
capable of applying
academic skills toward
becoming a life-long
learner and problem-solver.



A **SOCIALLY
RESPONSIBLE PERSON**
who demonstrates absolute
accountability and integrity.



An **EFFECTIVE COMMUNICATOR**
who actively listens, respects and
appreciates the diversity of
others, and expresses thoughts
and ideas with
clarity and purpose.



A **PRODUCTIVE CITIZEN**
who demonstrates a strong
work ethic, effectively adapting
to an evolving global workplace.

Snow Canyon High School

Bell Schedule 2009-2010

| | | |
|-----------------|--------------|--------|
| 1 st | 8:15 – 9:37 | 82 min |
| 2 nd | 9:42 – 11:06 | 84 min |
| | Lunch | 50 min |
| 3 rd | 11:56 – 1:18 | 82 min |
| 4 th | 1:23 – 2:45 | 82 min |

AM Assembly

PM Assembly

Gold Day

| | | |
|-----------------|---------------|-----------------|
| | 8:15 – 8:50 | 35 min Assembly |
| 1 st | 8:55 – 9:57 | 62 min |
| 2 nd | 10:02 – 11:06 | 64 min |
| | Lunch | 50 min |
| 3 rd | 11:56 – 1:18 | 82 min |
| 4 th | 1:23 – 2:45 | 82 min |

SEOP

| | | |
|-----------------|--------------|-----------------|
| 1 st | 8:15 – 9:37 | 82 min |
| 2 nd | 9:42 – 11:06 | 84 min |
| | Lunch | 50 min |
| 3 rd | 11:56 – 1:01 | 65 min |
| 4 th | 1:06 – 2:11 | 65 min |
| | 2:15 – 2:45 | 30 min Assembly |

Minimum Day

| | | |
|-----------------|---------------|--------|
| 1 st | 8:15 – 9:20 | 65 min |
| 2 nd | 9:25 – 10:30 | 65 min |
| 3 rd | 10:35 – 11:40 | 65 min |
| 4 th | 11:45 – 12:50 | 65 min |

| | | |
|----|---------------|--------|
| 1A | 8:15 – 8:53 | 38 min |
| 2A | 8:58 – 9:37 | 39 min |
| 3A | 9:42 – 10:20 | 38 min |
| 4A | 10:25 – 11:06 | 39 min |
| | Lunch | |
| 1B | 11:56 – 12:34 | 38 min |
| 2B | 12:39 – 1:18 | 39 min |
| 3B | 1:23 – 2:01 | 38 min |
| 4B | 2:06 – 2:45 | 39 min |

GUIDANCE/ COUNSELING SERVICES

The Guidance/Counseling department at Snow Canyon High School offers a program which is developmental by design and systematically delivered to 100% of our student body. We achieve this by following the Comprehensive Guidance Utah Model.

GUIDANCE CURRICULUM: A guidance curriculum is provided to students with emphasis in self knowledge, educational preparation, and career planning. The following areas are included in this curriculum:

INDIVIDUAL PLANNING: This program develops, with the students and their parents, a Student Educational Occupational Plan with early opportunities to revise and update according to a personal vocational goal. The development of that goal includes counseling and explorations using such tools as Utah Mentor and the CHOICES career exploration program. These opportunities, along with the availability of a work based coordinator for apprenticeships, career practicum, job shadowing, and work based learning, provide significant vocational guidance toward coordinating education with a career goal.

RESPONSIVE SERVICES: Counselors provide individual counseling on an occasional basis for personal problems. Small groups may be convened to meet the needs of our students as well. We also provide Personal Education Program meetings through Southwest Health.

GRADUATION: All students are counseled regarding graduation requirements, and progress is monitored. Notifications of problems are sent to parents through the mail and discussed during Sophomore and Junior SEOP's. An individual Senior SEOP will be held in September or October of the students' senior year to discuss all graduation issues. Close contact is kept with seniors throughout the year; **however, it is the students' responsibility to register for and complete necessary graduation requirements courses.**

ACADEMIC SERVICES: Academic services include ACT and SAT registration and practice packets for these college entrance exams. The PSAT is given to any Junior or Sophomore who would like to participate. The PLAN test is given for interested sophomores. Information on colleges through the counseling center, post high night, and college requisite visits is also available. College applications, scholarship forms and other useful information is also available through the counseling center.

SCHEDULE CHANGES: Schedule changes must be made during the last week of the term or within the first (3) days of the new term. Change requests must be for educationally valid purpose which is consistent with SEOP goals. A fee of \$10.00 is required for each schedule change. Students taking college courses must also comply with these guidelines.

APPOINTMENTS WITH COUNSELORS: To maximize a student's time in class, appointments with the counselors are made by through the secretary in the counseling office. (Emergency appointments are available)

HONOR ROLL: The honor roll is based on term grades and the cumulative grade point average. "High Honor Roll" requires a term grade point average of 3.75, and the "Honor Roll" requires a grade point average of 3.50. These awards are given only to students who have a full schedule. We encourage students to reach these levels.

UPWARD BOUND and EDUCATIONAL TALENT SEARCH: Betty Ann DeGraw is the coordinator for Dixie State College's Educational Talent Search program at Snow Canyon High School and Snow Canyon Middle School. Students participate in this program as early as 7th

grade and continue through their senior year. Mrs. Wallmann is the Upward Bound advisor. Both programs provide:

- ACT Preparation
- Study Skills
- Grade Contracts
- Goal Setting
- Career Awareness
- College Planning and Admissions
- Scholarships
- Financial Aid
- College/University Tours

Workshops are held monthly during the school year. Tours are available for those interested throughout the school year. Individual advisement is also available.

Membership requires an application, meeting certain requirements, and an interview. Entrance depends on space availability.

Those students who were ETS members in 9th grade will retain their membership at Snow Canyon High. Enrollment after 9th grade is usually very limited, but interested students who are not current members are encouraged to sign up on a waiting list.

MAKE-UP POLICY FOR ACADEMIC CREDIT

Loss of academic credit can be made up through one of the following methods:

1. Millcreek High School instructional clinics which are held after school at a cost of \$50.00 per .25 credit. These clinics meet three hours a day for 11 days. A counselor referral is required for registration.
2. Millcreek High summer school classes at a cost of \$50.00 per .25 credit. A counselor referral is required for registration.
3. Approved and accredited home study, (e.g., BYU independent study or Electronic High School courses).
4. Teachers will allow students to make up work missed for excused absences, according to their Disclosure Statement.
5. Teachers will not be required to accept make-up work for unexcused absences.
6. Fee Waivers are not applicable for make-up credit.

Graduation Requirements

Graduation Ceremonies Participation: The Washington County School District now requires that a student meet all graduation requirements in order to participate in the Graduation Ceremonies. In addition to the credit requirements for graduation, all students must pass all three sections of the Utah Basic Skills Competency Test (UBSCT).

Credit Requirements for Graduation

| | | |
|-----------------------|------------|---|
| ENGLISH | 4 | Students must complete a total of three units of English (9-11). 1 unit of elective English is required in the 12 th grade. This class may be English 12 or an approved course. To receive English credit, courses must integrate reading, writing, speaking and listening during each quarter. |
| MATHEMATICS | 3 | Students must complete a total of 3 units of Math. (minimum requirements include Elem. Algebra, Geometry and one additional approved math credit such as Intermediate Algebra, Trig/Pre Calculus, A.P. Calculus or A.P. Statistics, etc.) Students in the 2010 graduating class will be required to complete a total of 2 units of Math plus an extra unit of Math or Science. |
| SCIENCE | 3 | Students must complete 3 units of Science. (Science requirements are from two different quadrants; Life/Biological and Physical.) Students who complete Integrated Earth Science in 9th grade may take a Biological or Physical science along with one elective science credit. Students in the 2010 graduating class will be required to complete a total of 2 units of science plus an extra unit of Math or Science. |
| SOCIAL SCIENCE | 2.5 | Students must complete the following credits: 0.5 World Geography in 9th grade, 0.5 World Civ. in 10 th grade, 1.0 US Studies in 11 th grade and a 0.5 American Government and Law in 12 th grade. |
| FINE ARTS | 1.5 | Students must complete a total of 1.5 units from Fine Arts. (This includes Arts, Music, Drama, Dance and other approved courses.) |
| HEALTH | 0.5 | Students must complete .5 units in Consumer Health. |
| PHYSICAL ED. | 1.5 | Students must complete the following courses for credit: Participation skills/ P.E. 9, and Fitness for Life taken during the 10 th grade year. An additional 0.5 credits in an approved P.E. course must be completed (9-12). |
| COMPUTER TECH | 0.5 | Students must complete .5 units of this course |
| FINANCIAL LIT | 0.5 | Students must complete .5 units of this course during the Junior or Senior year. |
| VOCATIONAL | 1 | Students must complete 1 unit in any state-approved applied technology course. (Industrial Arts, Home Economics, Business Education, Computer Science, Health Occupations, etc.) |
| ELECTIVES | 10 | Students must complete a total of 10 units of electives. |
| TOTAL CREDITS | 28 | REQUIRED FOR GRADUATION |

Safe School Policy

The complete District Safe School Policy 2110 can be accessed at www.washk12.org under district information and then the district policy link.

The "Safe School Policy" of Washington County School District defines the following:

"SUSPENSION is not to be understood as the deprivation of a right to learning, but as the temporary denial of social interaction through school contact and the removal of the person from the classroom setting because of real and present disruptive effect of his/her presence, or a reasonable assumption that his/her presence will be disruptive or a threat to the well-being or safety of himself/herself and/or other students or staff. Suspension may carry with it conditions which must be met to remove the suspension. Such conditions may be a joint responsibility of the school personnel, the student and parents, or the sole responsibility of any one party. Suspension is for no more than 10 school days per incident."

"EXPULSION is defined as the removal from school for any period longer than 10 consecutive days, but not more than 1 school year."

The "Safe School Policy" defines these behaviors as grounds for suspension and expulsion from school:

A STUDENT **MAY** BE SUSPENDED OR EXPELLED FROM SCHOOL FOR ANY OF THE FOLLOWING REASONS:

1. Frequent or flagrant willful disobedience, defiance of proper authority, or disruptive behavior including the use of foul, profane, vulgar, or abusive language.
2. Willful destruction or defacing public property.
3. 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, including bullying, emotional, physical, or sexual harassment.
4. Possession, control, or use of an alcoholic beverage.
5. Behavior which threatens harm or does harm to the school or school property, to a person associated with the school or property associated with any such person, regardless of where it occurs.
6. The following will not be permitted on school campus or school activities, because of identification and association with gangs: bandannas or any article of clothing bearing gang symbols, names, initial, insignia, or any thing else that signals gang affiliation (i.e. sagging pants, excessively long, hanging belts or chains).
7. When a school official determines that time is need to establish further facts of an act or series of acts of disobedience and misconduct, disruptive to the learning process which may lead to suspension or expulsion from the school.
8. Possession or use of pornographic material on school property. (H.B. 100- 4-30-07)
9. A student may be denied admission to school on the basis of having been expelled from any other school during the preceding 12 months. A suspension or expulsion under this policy is not subject to the age limitations under Subsection 53A-11-102(1).

A STUDENT **SHALL** BE SUSPENDED OR EXPELLED FROM SCHOOL FOR ANY OF THE FOLLOWING REASONS:

1. Any violation affecting another student or staff member, or any serious violation occurring in a school building, in or on school property, or in conjunction with any school activity, including:
 - a. possession, control, or actual or threatened use of a real, look alike, or pretend weapon, explosive, or noxious or flammable material. (Section 53A-3-502)
 - b. the sale, control, or distribution of a drug or controlled substance. (Section 58-376-2)
 - c. the sale, control, or distribution of an imitation controlled substance.(Section 58-376-2)
 - d. the sale, control, or distribution of drug paraphernalia. (Section 58-37a-3)
2. The commission of an act involving the use of force or threatened force which if committed by an adult would be a felony or class A misdemeanor:

A STUDENT WHO COMMITS A VIOLATION OF SECTION 1(A) ABOVE INVOLVING A REAL, LOOK ALIKE, OR PRETEND FIREARM, EXPLOSIVE, OR FLAMMABLE MATERIAL SHALL BE EXPELLED FROM SCHOOL FOR A PERIOD OF NOT LESS THAN ONE YEAR, UNLESS THE SUPERINTENDENT DETERMINES, ON A CASE-BY-CASE BASIS, THAT A LESSER PENALTY WOULD BE MORE APPROPRIATE.

SNOW CANYON HIGH SCHOOL ATTENDANCE POLICY

Snow Canyon High School recognizes that regular attendance at school greatly enhances the opportunity for students to profit from the educational programs provided by their teachers. Frequent absences from the day-to-day classroom experience disrupt the instructional process. The benefits of instruction, once lost, cannot entirely be regained. The entire process of education requires continuity of instruction, class participation, learning experience, and study. The "State Compulsory Education Requirements" (Utah Code, Section 53A-11-101) directs parents to have their children attend school until the student reaches the age of 18.

The law allows parents of students enrolled in public schools to excuse their student from school, but only when the student is absent for a "legitimate or valid reason" such as illness or family emergency. Fifth District Juvenile Court has jurisdiction over all juveniles residing in Washington County. It is the expectation of the court that students within its jurisdiction will be in regular attendance at the school in which they are enrolled.

In compliance with state law and district policy, Snow Canyon High School has adopted the following attendance policy for the 2010-2011 school year:

TARDY POLICY:

Tardies not only hinder a student's ability to profit from instruction at the beginning of class, but they interrupt the work of the other students who make the effort to be on time. In addition, tardy students are usually in the hallways interrupting other classes and the efforts of other students to be in class on time. Punctual students perform better in school and at work.

1. Tardy: A tardy is defined as reporting to class after the bell to start class has sounded.
2. A tardy can be excused by a parent when an emergency situation results in a student arriving late to school. **A student may not be excused for tardiness between classes.** An excused tardy will be removed from the student's attendance record.
3. Each unexcused tardy will accumulate one (1) attendance point under the school uniform tardy policy and will be subject to the individual policy of teachers as outlined in their class disclosure.
4. Willful non-compliance of being in class on time may result in a suspension or referral to an alternative educational program.
5. Excused tardies can impact learning as well. Teachers will include individual classroom policies addressing seat-time in their disclosure statements (i.e. bell work).

ABSENCE POLICY:

1. An absence is defined as any time a student is not in attendance in the classroom to which the student has been assigned. Any type of absence whether excused or unexcused will result in the accumulation of two (2) attendance points. (Activity Excused, Medical absence with a Dr.'s note, Educational Leave, or Juvenile Detention will be exempt from receiving attendance points). Parental notification to the school of an exempt absence should be prior to or on the same day as the absence. However, notification will be accepted within two days of the return from absence.
2. Any student who accumulates more than ten (10) attendance points during the quarter in any one class will receive a "No Grade" (NG) for that class and will not receive credit for the class until the appropriate restitution has been completed.
3. For each attendance point after 10

- a. The student must complete 1 hour of restitution.
- b. The NG is restored when the point total is at (or below) 10 points for the class.
- c. The cost of restitution is \$5.00 per hour.
 - a. *For example: a student that has 5 absences and 4 tardies in the same class will have a total of 14 attendance points (5 absences x 2 points + 4 tardies x 1 point = 14 points). This student will need to spend 4 hours in restitution at a cost of \$20.00 (4 x \$5.00 = \$20.00) before the NG will be removed.*

Truancy: Being truant is an absence where a student is on campus but not in his or her assigned class during class time or when a student leaves campus without checking out at the office. A student who leaves class without teacher permission is also truant. A student who is marked truant will receive 12 attendance points (which results in an automatic NG) and must attend **2** hours of restitution in order to restore the NG. This is in addition to any points that the student has already received under the attendance policy.

CHECKING OUT OF SCHOOL DURING THE SCHOOL DAY

If a student needs to leave school during school hours, he or she needs to check out through the Attendance Office. A parent must either call the attendance office or the attendance office must call the student's home to verify the check out. Notes will **not** be accepted to check a student out of school. If checking out for a doctor or dental appointment, a note from the doctor's/dental office must be given to the attendance office upon return to school. Students who do not check out properly will be considered truant. It is assumed that if a student is unable to attend school during the day due to illness, he/she is too ill to attend extra-curricular activities the same day. This includes attending games, dances, or other school-related activities. Any student who has an unexcused absence or truancy will not participate in their next extra-curricular activity.

PARENT NOTIFICATION

1. The first time a student accumulates eight (8) points or the equivalent in any one class period during a quarter, the parent will be notified by phone or letter. Parents are encouraged to monitor their student's attendance from this notification on, and are invited to call the attendance secretary at the school as often as necessary to help them with this task. No first-time notifications for NG's earned in other class periods in the same term will be made. This first-time notification procedure will be repeated each term of the school year.
2. Parents will be notified in writing the first time their student earns an NG. It is the responsibility of the parent from that time on to contact the attendance secretary at the school for information regarding subsequently withheld grades and credit. This procedure will also be repeated each term. Restitution for a grade withheld may begin immediately following notification. In fact, students are encouraged to complete restitution prior to the end of term in which the grade withheld occurred. Restitution classes cannot be attended in advance of notification of an NG.
3. A parent, teacher, or a school administrator may request a conference to discuss the attendance of a student whom they deem to have an excessive number of absences. The proposed conference would consider steps that might be taken to improve attendance. A request for such a conference would precede a referral to juvenile court for truancy.

APPEAL PROCESS:

1. Students, who have received a NG and feel there were mitigating circumstances which should be considered, are invited to complete an Attendance Appeal Form and submit it to the administration for consideration.
2. Students can pick up an Attendance Appeal Form in the office. Requests should be signed by the student and a parent/guardian.
3. Appeals need to be made no later than the end of the quarter following the quarter in which the NG was received.
4. Dissatisfaction with the principal's decision can be appealed to the Washington County School Board through the Superintendent.

SPECIAL ATTENDANCE CONCERNS:

1. Habitual truancy/absenteeism will result in a referral to juvenile court and/or alternative educational program.
2. Willful non-compliance of the attendance policy may result in suspension/expulsion from school.
3. Students who have poor attendance in Released Time will be placed back into regular class.

PROCEDURES FOR DEALING WITH TRUANT BEHAVIOR

Utah State Law requires that every individual under the age of 18 be enrolled in and attending school. Truancy is against the law and is an offense that is prosecuted in Fifth District Juvenile Court. The administration of Snow Canyon High School is accountable to the court to uphold this law. The following policy established by Snow Canyon High School is considered by the court to demonstrate earnest and persistent effort on behalf of the school to deter truant behavior. When a student has demonstrated truant behavior, the following steps will be taken in order to attempt to correct the truant behavior and provide the student with the best, most effective education possible.

Attendance - Step I

1. Confidential meeting between student and administration.
2. Truancy policy will be explained to the student/parent
3. The student will be given the opportunity to solve the problem on their own.

Attendance - Step II

1. Parent and student will be notified.
2. Truancy policy explained to student/parent, student could be placed on suspension.
3. Parental support will be requested.

Attendance - Step III

1. Parent and student will be notified.
2. Student will be placed on suspension until a parent conference is held with the administration.
3. Conference held and a negotiated student agreement will be developed.

Attendance - Step IV

1. Parent and student notified.
2. Consequences from previously assigned agreement will be enforced to full extent.
3. Possible student referral to Fifth District Juvenile Court for truant behavior.

Attendance - Step V

1. Parent and student notified.
2. Student referral to Fifth District Juvenile Court for truant behavior.

Attendance - Step VI

1. Parent and student notified.
2. Student referral to alternative educational placement.

School Discipline, Rules, and Expectations

Snow Canyon High School recognizes that every student should have the opportunity to learn in an environment which is safe, conducive to the learning process, and free from unnecessary disruptions. The administration retains the right and privilege to issue consequences for acts not specifically stated herein and to adjust consequences as needed and appropriate. Furthermore, the administration reserves the right to amend any provisions in this handbook which are in the best interest of the educational process. To foster such an environment the following policy has been adopted and is based on the following principles:

1. **Each student will follow accepted rules of conduct.**
2. **Each student will show respect for other people and obey school authorities.**
3. **The policy applies to students while in the classroom, on school grounds, in school vehicles, and in school-related activities and events.**

The administration and staff will do everything possible to encourage appropriate behavior and school attendance. Circumstances may require discipline. District guidelines provides for disciplinary actions such as expulsion, suspension, court referral, or an alternative educational plan.

ACADEMIC DISHONESTY: Cheating is a direct contradiction to our mission at SCHS and will not be tolerated. If a student is caught cheating on an assignment. The student will receive an "F" on that assignment. A second offense will result in a NC (no credit) for the class and a suspension from school. If a student is caught altering grades for himself or for another student by request, the students will receive a NC for the classes in which the grades were altered and will be subject to suspension and criminal charges.

BULLYING: See page 19 in this handbook for a policy summary or go here:

http://scwarrior.net/images/bullying_and_hazing_policy_summary.pdf

BUS PASS INFORMATION

State law does not allow unauthorized individuals to be on the school bus. Students who will be riding a bus will receive a temporary bus pass when they register. When a permanent activity card is issued, a permanent school bus pass will be attached. Eligible students can apply for a bus pass at the school or Transportation Office at 855 East Brigham Rd, St. George, Utah. Transportation's hours are 8:00 A.M. to 5:00 P.M. The office can be reached by phone at 652-4721. To determine if you are eligible for bus transportation visit the District Web page at <http://wash.k12.ut.us> (Boundaries and runs). The site provides the bus # and time schedule of runs. Put in the student's address and grade and the bus information will be given.

CAMPUS VISITORS: Student visitors are ***not allowed*** at Snow Canyon High School. All other visitors must check in with the front office immediately upon entering campus. Trespassing violators will be given a citation from the St. George Police Department.

CLASSROOM BEHAVIOR: A student is responsible to contribute positively to the learning in the classroom. If a student's behavior becomes disruptive to the class, the following steps will be taken:

1. The teacher will try to solve the problem with the student, using any or all of the following: student conference, parent contact, referral to the counselor, sending a success notice to parents.
2. If the teacher and the student cannot arrive at a satisfactory solution to the problem, the teacher will refer the student to the vice principal. Parents will be contacted at this point. After meeting with the vice principal and resolving the problem, a student will be allowed to return to the class on the condition that he/she must abide by the class rules.
3. If the student continues to be uncooperative or disrupts class and is again sent to the vice principal, the student may be taken out of the class and may receive an "F" grade and no credit for the quarter. Teachers, parents, or students may at any time initiate a student-parent-teacher conference if problems are developing which could lead to a student's removal from class.

COMPUTER USE POLICY

1. No games, Email, or Chat Groups are allowed in Media Center, Writing Lab, or other Computer Labs. VIOLATORS may lose Computer Privileges
2. Teacher permission is required to use the computers during class time.
3. Modification of software is prohibited.
4. Private software cannot be placed on the system without approval.
5. To have access to Internet, students must have completed the Acceptable Use Policy Form with all required signatures. This form is available in the Media Center.
6. Food or drink is not permitted in the Media Center or Writing Lab.
7. Any student who accesses pornographic or other inappropriate material on the Internet will be restricted from any further use of school computers and will be cited and suspended or expelled.

DANCE & OTHER ACTIVITY POLICIES:

1. Only high school students can attend after-game, and informal dances.
2. Students may **not** re-enter once they leave.
3. **No slam dancing, dirty dancing** or any other physical contact which could be offensive or a safety hazard to others will be permitted. Students involved **may** be asked to leave and the dance **may** be terminated
4. All dances will end by 11:00 p.m.
5. SCHOOL DRESS CODE must be followed although hats are allowed.
6. Glow sticks are not allowed.
7. If inappropriate music is played or students interject inappropriate language the music **will** be shut down and the dance **may** terminated
8. School policies are in effect for all school activities whether on or off-campus.

DRESS/GROOMING STANDARDS: Students who violate the dress code will be asked to change their attire. If this involves going home to change, the student will be marked absent. Subsequent violations from the same student may result in suspension.

1. The attire and grooming of all students should be neat, clean, and safe.
2. Students have the responsibility to avoid apparel that is so extreme that it interrupts school, decorum, or adversely affects the educational process.
3. Body piercing, other than ears, is not allowed. Gauging is not permitted.
4. Hair, including beards, mustaches, and sideburns, should be groomed so that it is neat and clean and a natural color.
5. Printed apparel is acceptable only if it is in good taste. Any apparel displaying profanity, suggestive slogans, or which promote illegal substances, will not be permitted.
6. Hats/caps are not to be worn or be visible (i.e. In hand) during regular school hours 8:00am-3:00pm. If they are brought to school they must be stored in the student's assigned locker.
7. Clothes that are mutilated or immodest are not appropriate school wear.
8. Dresses, shorts, skirts, shirts, and blouses should be modest in length and not revealing:
 - a.) Shorts should be long shorts—**specifically four (4) inches above the top of the knee cap in a standing position.**
 - b.) Apparel revealing a bare midriff or bare shoulders or cut low under the arms, including when raising arms, are not permissible.
 - c.) Tank tops, without a covering garment or t-shirt underneath, are not permissible.
 - d.) Sleeveless shirts must cover from neck to outside of shoulder.
9. Any apparel approved for school wear should be worn in accompaniment with appropriate undergarments and suitable footwear. Underwear should not be seen. Shoes, boots, and sandals are considered suitable footwear.
10. **GANG APPAREL-** The following will not be permitted on school campus or school activities, because of identification and association with gangs: bandannas or any article of clothing bearing gang symbols, names, initials, insignia, or any thing else that signals gang affiliation (i.e. sagging pants, excessively long, hanging belts or chains, spikes, or certain clothing brands that have been deemed affiliated to gangs). Due to the constant change in styles and clothing that are gang related, the school resource officer in conjunction with the gang task force will determine as necessary what is gang related clothing. This type of style or clothing is not allowed at school. The student(s) in violation of this will be told what is inappropriate. Subsequent violations may result in suspension or expulsion as outlined under the Safe School Policy.

11. Students have the responsibility to cooperate fully with clothing standards required in special classes.

DRUGS, ALCOHOL AND TOBACCO: The Utah State School Law specifically states that it is illegal for high school students to have alcohol or tobacco in their possession. Therefore, the policy of Snow Canyon High School concerning these items will be as follows:

1. A student possessing tobacco in the school building or on the school grounds will be asked to surrender this material to school personnel and will be cited. The student could also be suspended from school. Parents will be notified of any such action.
2. The use of alcohol, drugs, or controlled substances will not be tolerated. If a student is found with alcohol or drugs in his/her possession while on school grounds, or if a student comes to school while under the influence, he/she will be suspended from school immediately until a parent conference can be arranged to determine the appropriate steps to be taken. The student will also be cited.
3. Students who are involved with drugs or alcohol during school or at any school activities will be subject to the District's SAFE SCHOOL POLICY.

ELECTRONIC DEVICES

Cell phones, ipods, or any other electronic communication/listening/image capturing device are not to be visible, audible or used between 8:00am and 3:00pm in any part of the school. Any picture-capture device including camera phones are not to be used in any locker room or restroom at any time. These items are disruptive to the educational process. They may be confiscated by a school staff member. If the item is confiscated it will be taken to the office and the student may pick it up after school. If an item is confiscated a second time it will be taken to the office and the student's parent will have to pick it up. For the third offense the student may be suspended. If the student removes the battery or sim card from a confiscated phone/electronic device the parent will automatically have to pick the item up from the office and the phone may be subject to search. If the picture-capture device is used to take pictures in the locker room or bathroom the student is subject to suspension/expulsion.

FOOD, CANDY, AND DRINKS: It is against the school policy for students to have food or drink in the auditorium, the gymnasium, or any of the classrooms. Items purchased from the vending machines should be consumed in the halls or the student commons area. **VENDING MACHINES ARE CLOSED DURING CLASS TIME.**

HALL PASSES: Hall passes are required anytime a student is out of class during a regular class period. If you have to go ANYWHERE, you must have permission and a hall pass from the teacher responsible for you that period.

HACKEY SACKS: Must be used outside.

HARASSMENT: As with hazing, harassment will not be tolerated. It is the intent of Snow Canyon High School to provide an environment for students which is free of harassment and discrimination whether based on sex, age, marital status, race, religion, color, national origin, pregnancy, or parenthood. While it is not possible to describe all forms of harassment or discriminatory conduct, such conduct shall include jokes, slurs, innuendos, epithets, threats, unwelcome advances, unwelcome touching, requests for sexual favors, and other verbal or physical conduct such as sexual or racially related comments. It should be noted that shirts which contain intrusive messages are considered forms of harassment. Disciplinary action for such behavior will include suspension and /or expulsion. Students who participate in any form of harassment may be referred to appropriate law enforcement authorities to face prosecution.

HAZING OR INITIATION: .See page 19 in this handbook for a policy summary or go here:

http://scwarrior.net/images/bullying_and_hazing_policy_summary.pdf

LOCKERS: Lockers are school property and are issued to students for storage of school books and school equipment.

1. Students are responsible for keeping their lockers neat and clean both inside and out. They must not write on, scratch, carve, dent or in any way deface or mutilate their lockers or anyone else's locker. Students who violate these regulations will lose locker privileges and will be required to make payment sufficient to cover damages.
2. School officials reserve the right to search any or all lockers. Illegal items found in lockers may be confiscated, and students to whom the lockers are assigned may be prosecuted.
3. The school is not responsible for stolen items. Students are to use only the locker that has been assigned to them. Sharing of lockers without permission may result in stolen items. It is also suggested that students do not leave large amounts of money or valuable items in their lockers. If it is necessary to bring expensive items to school, check them in at the main office so that they can be secured appropriately.

LOCKER ROOMS

The locker rooms are available to students involved in extra-curricular activities as well as those involved in physical education classes. They are to be used as dressing/shower rooms only and during the appropriate times. Students found in the locker room during class time may be marked truant, cited and/or suspended.

MEDIA CENTER: The Media Center is open from 7:30am to 3:30pm each school day. The Center is available for student use before and after school. If students have library fines, their internet and computer privileges will be suspended until fines are cleared. Students must be accompanied by their teacher or have teacher permission to be in the Media Center during regular class periods. Disruptive or other inappropriate behavior may result in restriction from the Media Center or Writing Lab.

PARKING: Students are permitted to drive to school providing the privilege is not abused and providing all regulations are respected. Students who want to use the parking facilities of the school must agree to abide by the following driving regulations:

1. Students are to park in the designated student parking areas. Parking is not permitted in the following areas:

- a. Bus zones which are designated with striped, green paint.
 - b. Handicapped parking spaces (\$100 fine will be assessed by local law enforcement).
 - c. Reserved areas: faculty, custodian, kitchen, visitor, staff, or areas painted RED.
2. Reserved SENIOR Parking will be in the North Parking Lot. North parking lot is reserved for senior parking only. Spots may be purchased from the Student Council.
 3. Students are expected to park within the lines provided in the parking lot.
 4. Students are not to remain in their cars after they are parked.
 5. Students who park illegally or in a reserved parking area will be ticketed and FINED \$10.00.
 6. SNOW CANYON HIGH SCHOOL WILL EXERCISE THE RIGHT TO DENY PARKING PRIVILEGES OR HAVE A VEHICLE TOWED AWAY AT THE EXPENSE OF THE STUDENT IF REGULATIONS ARE CONTINUALLY IGNORED BY A STUDENT.

P.E. CLASSES

All students in a physical education class will be required to wear the mandated p.e. uniform (shorts & t-shirt purchased through the school).

PORNOGRAPHY

Any student accessing pornography through an electronic device (computer, phones, ipod, etc.) or in possession of pornographic material is subject to a written citation and suspension or expulsion.

PUBLIC DISPLAY OF AFFECTION: Students are not to express inappropriate affection in public (i.e.: making out/groping). Students who repeatedly engage in inappropriate displays of affection face possible administrative discipline.

SCHOOL LUNCH: Snow Canyon High School does not provide a school lunch program. Private vendors will operate a lunch concession in the cafeteria.

SKATEBOARDING/ROLLER BLADING: Students shall not Rollerblade, Roller-skate, or Skateboard on school grounds at any time, whether during or after school hours. For the purpose of this ban, school grounds shall include all school buildings, parking lots, and paths leading to school building entrances. Students who use these methods to get to school MUST carry them while on school grounds, and shall promptly store such equipment. When leaving school grounds on blades, skates or board, the student MUST wear safety helmets.

SUSPENSION & EXPULSION: Suspension is for no more than 10 days per incident.

Expulsion is removal from school for more than 10 consecutive days, but no more than one school year.

TEXTBOOKS: Students are responsible for the return and proper care of their textbooks. Students will be required to pay replacement costs for any lost or damaged book. If a book is damaged upon receipt, the Media Center should be immediately contacted to verify damage prior to possession...otherwise the student may be expected to pay for the damage when it is later returned.

TREASURE HUNTING: Those in the hunt for lost treasure can find a portion of the treasure map on the lid of Davey Jones' sea chest. You will have to take a rubbing of it as the sea chest must not be removed. The chest is located in room 216 on the homework bookshelf.

Extracurricular Activities

RULES FOR PARTICIPATING IN UHSAA SANCTIONED EXTRACURRICULAR ACTIVITIES:

All students who participate in interscholastic activities must be eligible as set forth by the UHSAA. In order to participate a student must not have received more than one (1) failing grade the previous quarter. Incompletes and "NG's" are considered "F's" until made up and a corrected grade is given by the teacher. Students must have a minimum of a 2.0 GPA the previous quarter to be eligible to participate. In addition, all students must adhere and abide by the extracurricular activity policy.

Snow Canyon High School Extracurricular Activity Policy

1. **Requirement:** Attend all classes on game day unless previously approved by school administration. Including Seminary. No Truancies during the season.
Consequence: No Dressing for or participation in that day's activity or if truant, the next scheduled activity.
2. **Requirement:** Achieve a minimum GPA of 2.0 with no more than one "F", "I", "NC" or "NG" the quarter preceding participation. Any changes must be completed within seven calendar days after the end of the quarter.
Consequence: Not eligible to participate in competitions during that quarter.
3. **Requirement:** Participation fees must be paid before the first competition.
Consequence: No competitions until fees are paid.
4. **Requirement:** Physical, insurance, and permission forms returned to the coach before the first competition.
Consequence: No competitions until the forms are in.
5. **Requirement:** No violations of drug, alcohol, and tobacco laws or use of any substance deemed harmful by law (violation includes knowledge of from eyewitnesses as well as any citations or charges brought forth). Other violations of the law and actions detrimental to good citizenship will be dealt with on an individual basis either by the administration or the individual coach/advisor.
Consequence: First violation will result in suspension from the activity for the next 45 participation days (will carryover from on season to another).
Second violation will result in suspension for **one full year**. Athletes using drugs, alcohol, and/or tobacco will also need to complete a licensed substance abuse intervention or treatment program.
6. **Requirement:** No participation in hazing.
Consequence: Full extent of the law and consequences as they may relate to item 5.
7. **Requirement:** Assume responsibility for all damaged or lost equipment, regardless of fee waiver.
Consequence: Must pay for replacement of damaged or lost equipment.
8. **Requirement:** Respectful use of locker room, training room, weight room or other school facilities.
Consequence: Loss of privilege to use facilities.
9. **Requirement:** Show of good sportsmanship by parents, players, and other spectators.
Consequence: May be banned from attendance to extracurricular activities.

Problems or concerns that parents and students may have that arise during the season should be addressed first with the coach or advisor during normal school hours (but not on game day). If the issue isn't resolved, an appointment to meet with the administration can be made. The student is required to attend the meeting with their parents.

Individual activity groups may have additional requirements that exceed these standards. They can be found in the specific activity disclosure form for that activity. Additionally, students are subject to all policies of the Washington County School District and the Utah High School Activities Association (www.uhsaa.org)

PARTICIPATION FEE: A participation fee of \$85.00 to cover travel and other program costs will be assessed for the following activities:

| | | | | | | | |
|-----------|----------|------------|----------|---------------|------------|--------|------|
| Wrestling | Football | Basketball | Baseball | Track | Volleyball | Tennis | Golf |
| | Swimming | Softball | Soccer | Cross Country | | Debate | |

- Students should pay for their own meal costs when they are scheduled to participate in away activities.
- Lodging costs will be paid by the school when a participation fee has been paid.
- Travel costs (transportation, lodging, and meals) are to be collected at the time of the event for the following activities: Cheerleading, Secondary Field Trips, Drill Team, Drama, Music (instrumental and choral)

Student Government Election Requirements

Being involved with student government is a great way to develop friendships and leadership skill that will last a life time.

To be eligible to run for a class office in student government you must have:

1. 3.25 GPA – Ninth grade to present
2. No academic “F” or “I” on transcript from 10-11 grades and no more than one (total) from 9th grade year. (Candidates for sophomore class officer may have no academic “F” or “I” on middle school transcript.)
3. No “NG” that has not been made-up according to the attendance policy in the two preceding grading periods.
4. Commitment to the entire year at Snow Canyon High School—no early graduation, no concurrent courses taken off-campus during the day, no work release.
5. 80% approval rating by second and third quarter teachers.

You must demonstrate good citizenship in school and the community, as you will be representing Snow Canyon High School in what you do here and away from school. Any concerns regarding your citizenship or behavior noted on your teacher evaluations will be evaluated by the Standards Committee. Your eligibility will be determined by achieving at least an 80% approval rating from your teachers and receiving approval from the Standards Committee.

Cheerleading Tryout Requirements

To be eligible to tryout for, or participate on, the Snow Canyon High School Cheerleading Squad, you must be entering the 10th, 11th, or 12th grade. You may have *no less* than a 3.0 GPA per quarter for the past school year. You may not have more than one No Grade, and you will not be eligible if you have any “F” grades for the past school year. You will need to maintain your GPA at a minimum 3.0 level with no “F” grades in order to remain in good standing. For additional information regarding being a cheerleader at SCHS, a copy of the SCHS Cheerleading Constitution is available upon request in the front office of the high school.

School Sponsored Clubs

ORGANIZATION OF NEW CLUBS: Students at Snow Canyon High School are encouraged to be involved in school sponsored clubs and activities. The organization of new clubs is encouraged, providing their goals and objectives are not in conflict with school board policy, or local, state, and federal law. In order for students to charter a new club at SCHS, they must follow District Policy 3640. This policy can be found at the following link:

http://www4.washk12.org/district/district_policy/3000/3640_Student_Clubs.html

The application and charter for new clubs (WCSD form 1120) can be found here:

http://www4.washk12.org/district/district_forms/Forms-PDF/1120_application_for_student_clubs.pdf

The fees for school clubs shall not exceed \$15.00 as per district policy 3400: Section 3.7.13.

Pursuant to District Policy 3400 Section 3.2.2: Clubs must renew their applications on an annual basis.

Assembly Behavior Expectations

Assemblies are for the entire student body and should be attended out of respect for those performing and for the time and effort of those organizing the activities. Students should move quickly to the auditorium or gymnasium. Quiet, respectful attention is expected of all students. Disruptive students will be asked to leave and report to the office. Students who leave the building during an assembly without permission will be considered truant. There will be a study hall in the library for those students who choose not to go to the assembly and do not want to be marked truant.

AUDITORIUM ASSEMBLY EXPECTATIONS:

The main purposes of school assemblies held in the auditorium are: (1) to inform, entertain, and/or motivate students, (2) to promote school spirit, and (3) to showcase student talent and recognize student achievements. In addition, an assembly should also be a learning experience for students to learn and appreciate proper audience decorum.

Assemblies held in the auditorium always require that students display the utmost respect and courtesy to any individual or group of individuals who are performing or speaking. It is expected that this include the following:

I. Seating Expectations:

- Students are expected to be on time for the assembly, as they normally would be expected for their first period class. Assemblies will start promptly at 8:15 A.M. All exterior doors will be locked as soon as the assembly begins. Only students accompanied by their parents will then be admitted into the school building. Students who are on time have the option of attending a study hall in the library. They should be prepared to actually study by bringing materials to work on to the study hall.
- Students should move toward the middle of the rows to take a seat as soon as they enter the auditorium.
- All students must be in a seat. Students may not stand in the back of the auditorium unless there is clearly no seating available.
- Once students are in the auditorium and the assembly has begun, students will not be permitted to leave until the assembly is over.
- No food or drink is permitted in the auditorium.

II. Behavior Expectations:

- "Catcalling" or other type of inappropriate yelling out at speakers or performers is unacceptable.
- Students should refrain from talking with others when someone is speaking or performing. Using phones or other electronic devices is prohibited.
- Students must not behave in any manner that they may distract, interfere, disrupt, or otherwise display disrespect toward those on stage.
- Students are expected to get to their next class on time.

III. Expectations of Speakers and Performers:

- Students, who are performing, are expected to dress modestly and appropriately for the occasion.
- Dialogue must not include sexual innuendoes, bathroom humor, or any negative or hurtful comment directed at any student, teacher, etc.
- It is expected that those participating in the assembly will be prepared and their performances will be positive, uplifting in nature, and in good taste.

PEP ASSEMBLY EXPECTATIONS:

The main purposes of pep assemblies are: (1) to recognize student participation and achievement, (2) to generate school spirit, and (3) to provide a fun, light, and uplifting experience away from the daily rigors of the classroom. The cheerleaders are responsible for all aspects of the assemblies. They spend many hours in preparation for each assembly and deserve respect and cooperation from the entire student body.

I. Seating and Attendance Expectations:

- All students should attend the assembly; however, students do have the option to attend a study hall should they so choose. The study hall will be held in the library and students are expected to bring work and to actually study.
- Students must sit in the assigned seating area according to their grade.

II. Behavioral Expectations:

- Students must be quiet when someone is speaking on the microphone so that the person speaking can be heard throughout the gymnasium.
- Students must not yell out derogatory or disruptive comments.
- Students should stand for the school song...it is a simple gesture of respect.

CONSEQUENCES FOR POOR BEHAVIOR

I. Individual Inappropriate Behavior:

- First offense: Students will be removed from the assembly for poor behavior. Any student or group of students who behaves in such a manner which makes it necessary to be removed will not be permitted to attend the next two assemblies and parents will be contacted.
- Second offense: Students who have been removed from an assembly for the second time will be suspended from school and not permitted to attend any assemblies for the remainder of the year. If behavior occurs late in the year, the penalty could extend to the following year.

II. Inappropriate Behavior from Most of the Audience:

- Assembly may be cancelled and students will return to class immediately.
- Future assemblies may be cancelled and/or limited in number.

SUMMARY OF POLICY 3510 “BULLYING AND HAZING”

The Washington County School Board is committed to protecting its students, employees, and school guests from bullying or harassment of any type, for any reason. The School Board believes that all students, employees, or guests are entitled to a safe, equitable, and harassment-free school experience. Bullying or harassment in any form will not be tolerated and shall be just cause for disciplinary action. Conduct that constitutes bullying or harassment will be dealt with immediately and consistently.

“Bullying” is aggressive behavior that is intentional and involves an imbalance of power or strength. A person is bullied or victimized when he/she is exposed repeatedly and over time to negative actions on the part of one or more persons. Therefore "Bullying" means intentionally or knowingly committing an act that endangers the physical, and/or emotional health or safety of a student, a school employee, or a school guest. Any act involving any of the following elements will be considered bullying: (1) physical brutality, (2) forced or involuntary consumption of any food, liquor, drug, or other substance, (3) coerced actions or activities of a sexual nature or with sexual connotations, (4) physically obstructing freedom of movement, (6) verbal intimidation, such as teasing and name calling, (7) non-verbal and emotional intimidation through gestures, social exclusion. The conduct described above constitutes bullying, regardless of whether the person against whom the conduct is committed directed, consented to, or acquiesced in, the conduct.

"Cyber-bullying" is a form of bullying involving the use of email, instant messaging, chat rooms, cell phones, or other forms of information technology.

"Hazing" is a form of bullying done for the purpose of initiation or admission into, affiliation with, holding office in, or as a condition for, membership or acceptance, or continued membership or acceptance, in any school or school sponsored team, organization, program, or event.

No school employee, student, or guest, may engage in bullying, Hazing or cyber-bullying anyone else: (1) on school property, (2) at a school related or sponsored event, (3) on a school bus, (4) at a school bus stop; or (5) while the school district employee or student is traveling to or from a location or event described above.

To report violations anonymously:

- Call: 435-634-1967
- Email: ineedtoreport@schsmail.net

Each reported complaint shall include: (1) name of complaining party; (2) name of offender (if known); (3) date and location of incident(s); (4) a statement describing the incident(s), including names of witnesses. Each reported violation of the prohibitions noted previously shall be promptly investigated by a school administrator or an individual designated by a school administrator. Formal disciplinary action is prohibited based solely on an anonymous report of bullying, hazing, or retaliation.

Consequences or penalties may include but are not limited to: • Student suspension or removal from a school-sponsored team or activity including school sponsored transportation. • Student suspension or expulsion from school or lesser disciplinary action. • Employee suspension or termination for cause or lesser disciplinary action. • Employee reassignment.

Discipline actions must also include, as appropriate: • Procedures for protecting the victim and other involved individual from being subjected to further bullying or retaliation for reporting the bullying or hazing. • Prompt reporting to law enforcement of all acts that constitute suspected criminal activity. • Prompt reporting to the Office of Civil Rights (OCR) of all acts that may be violations of civil rights. • Procedures for providing due process rights under Section 53A-8-102

**Washington County School District
IMPORTANT STUDENT AND PARENT RIGHTS
FERPA NOTIFICATION**

The Family Educational Rights and Privacy Act (FERPA) and District Policy 3260 afford parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

1) The right to inspect and review the student's education records within 45 days of the day the School receives a request for access. Parents or eligible students should submit to the School principal or assistant principal a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2) The right to request the amendment of the student's education records that the parent or eligible student believes is inaccurate or misleading. Parents or eligible students may ask the School to amend a record that they believe is inaccurate or misleading. Such requests should be in writing and addressed to the school principal or assistant principal. It must clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the School decides not to amend the record as requested by the parent or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. **The following information may be disclosed without consent:**

a) Directory Information: The following information is designated as student Directory Information: Student's name, address (to include internet address), phone number, date of birth, grade level, extracurricular participation, awards or honors, photograph, video or digital images, height and weight (if a member of an athletic team), previous school attended, dates of attendance, and parent's name. "Directory Information" may be disclosed without prior written consent. The District will also routinely disclose names, addresses, and telephone numbers to military recruiters.

Parents or eligible students will have **two weeks from the beginning of the school year or date a student enrolls** to advise the school district, in writing, of any and all items they refuse to permit the district to designate as directory information for the balance of the school year.

b) School Officials: School officials with legitimate educational interests may also have access to records. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member such as a bus driver (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

c) Other Schools: The School may disclose education records without consent to officials of another school district in which a student seeks or intends to enroll.

4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

**Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605**

3700 Technology Acceptable Use Policy

Washington County School District - Approved 9-14-04; Revised 8-12-08; Revised 9-9-08

1. Purpose

The purpose of this policy is to ensure appropriate, responsible, ethical and legal access and use of computers, the Internet, and other electronic or communication devices by District students, patrons, and employees. The Technology Acceptable Use Policy addresses two distinct concepts of technology use. The first regards the use of computers and the Internet, and the second addresses interfering and electronic communication devices.

2. Policy

2.1. Computers and the Internet

It is the policy of the Washington County School District to permit students, patrons, and employees to have computer and Internet access under approved regulations and guidelines, to include those listed in the Children's Internet Protection Act, State Law, and policies adopted by Board of Education. In general, the user's responsibilities require responsible, decent, ethical, polite, efficient, and legal use of computer and network resources. Students, patrons, and employees must not access obscene, pornographic, or material that is deemed to be harmful to minors. District and school personnel will instruct students and staff on acceptable use of computers and Internet resources and proper network etiquette. All students, patrons, and employees are granted access to the Internet, but all access to the Internet through district resources is subject to the terms of the Technology Acceptable Use Agreement and District policy.

2.2. Interfering and electronic communication devices

While in some instances the possession and use of electronic communication devices or other devices or objects by a student at a school may be appropriate, often the possession and use of such devices or objects by students at school can have the effect of distracting, disrupting, and intimidating others in the school setting and leading to opportunities for academic dishonesty and other disruptions of the educational process. The purpose of this component of the policy is to vest with school administrators the authority to enforce reasonable rules relating to student use of such objects or devices in the public schools.

3. Procedure

3.1. Definitions:

3.1.1. **Acceptable Use:** Computer and Internet use must be consistent with the education objectives of the District. The use must also be consistent with the terms of this agreement.

3.1.2. **Prohibited Use:** Any use that violates federal or State laws and/or District policy.

3.1.3. **Interfering Device:** This includes any device or object which does not constitute a weapon or explosive but may, if used or engaged, interfere with the educational process for either the student possessing or using the object or for other students. By example, such objects include any electronic communication device (defined below), a camera, lasers, laser pens or pointers, radios, portable CD players, or other electronic equipment or devices.

3.1.4. **Electronic communication device:** This includes telephones, 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 a real time or delayed basis, sound, video or still images, text, or other information.

3.1.5. **Camera:** This includes any device for taking still or motion pictures, whether in a digital or other format.

3.2. Prohibited Uses: The following uses of the District's computers, including its network and Internet access are prohibited for:

3.2.1. using an account other than your own and any attempt to gain unauthorized access to accounts on the network.

3.2.2. attempting to obtain access to restricted sites, servers, files, databases, etc. Attempts to gain unauthorized access to other systems (e.g. "hacking").

3.2.3. student use of games, Internet games, chat rooms, and instant messaging not specifically assigned or authorized for use by a teacher or an administrator. Employees and patrons must not use games, Internet games, chat rooms, and instant messaging that is not directly related to curriculum development, instruction, or work assignment.

3.2.4. using computers, the Internet or network for any illegal activity. This includes, but is not limited to: copyrighted material, threatening or obscene material or material protected by trade secrets. This prohibition includes the violation of any federal, State or local law.

3.2.5. providing personal addresses, phone numbers, and other private information whether that information belongs to the user or any other individual unless it is related to the core curriculum or specifically authorized for release. Additionally, all employees are subject to and must comply with State and federal privacy laws and regulations. The unauthorized disclosure of private or protected information may result in disciplinary action and referral for criminal prosecution.

3.2.6. using the Internet for commercial purposes, financial gain, personal business, product advertisement, use for religious or political lobbying (including student body elections students or representation elections for employees, Reference District Policy 1600)

3.2.7. attempting vandalism defined as any attempt to harm or destroy data of another user, another agency or network that is connected to the Internet. Vandalism includes, but is not limited to, the uploading, downloading, or creation of computer viruses. It also includes attempts to gain unauthorized access to a network that is connected to the Internet.

3.2.8. degrading or disrupting network equipment, software, or system performance.

3.2.9. wasting finite network resources.

3.2.10. invading the privacy of individuals or disclosing confidential information about other individuals.

3.2.11. posting personal communications without the original author's consent.

3.2.12. posting anonymous messages.

3.2.13. accessing, downloading, storing or printing files or messages that are profane, obscene, or that use language that offends or tends to degrade others.

3.2.14. harassing others and using abusive or obscene language on the network. The network may not be used to harass, annoy, or otherwise offend other people.

3.2.15. using material which may be deemed to violate any District policy or student code of conduct.

3.2.16. downloading music or video files or any other files that will infringe on copyright laws or is not directly related to a school or position assignment.

3.2.17. communicating threats of violence.

3.2.18. using the network for plagiarism. Plagiarism is taking ideas or writing from another person and offering them as your word. Credit must always be given to the person who created the information or idea.

3.3. Privileges and Discipline:

Internet use is a privilege, not a right, and inappropriate use will result in a loss of network privileges, disciplinary action, and/or referral to legal authorities. The system administrators will close an account when necessary. An administrator or faculty member may request the system administrator to deny, revoke, or suspend specific user access and/or user accounts. District employees, to include teachers, staff, and administrators, may face disciplinary action up to and including termination. Authorized District employees have the right to intercept or read a user's e-mail, to review any material, and to edit or remove any material which they believe may be unlawful, obscene, defamatory, abusive or otherwise objectionable. If the District intends to impose any discipline upon a student other than revoking privileges for the remainder of the school year, the student will be afforded appropriate or adequate due process. Career and Provisional Employees will be disciplined according to District Policy 1450. Temporary employees or other patrons may be denied computer access or have their employment terminated.

3.4. Privacy Information:

Nothing is private on the District-owned network. If a user accesses a particular site on the Internet, it is likely that someone knows the connections that the user is making, knows about the computer the user is using and what the user looked at while on the system. Frequently these sites maintain records which can be subpoenaed to identify what the user has been viewing and downloading on the Internet. In addition, the District reserves the right to monitor whatever a user does on the network and to make sure the network functions properly. A user has no expectation of privacy as to his or her communications or the uses made of the Internet.

3.5. Network Etiquette:

Users are expected to abide by the generally accepted rules of network etiquette. These include but are not limited to the following:

- be polite.
- do not be abusive in your messages to others.
- use appropriate language.
- do not swear, use vulgarities or any other language inappropriate in a school setting.

3.6. Security:

3.6.1. Security is a high priority on computer networks. If a security problem is identified, the user must notify the system administrator immediately. Do not demonstrate the problem to other users. Users may not use the Internet to discuss or disseminate information regarding security problems or how to gain unauthorized access to sites, servers, files, etc.

3.6.2. Any passwords issued to users/parents/guardians must not be shared with or disclosed to other users without specific authorization from the administrator. Passwords should be changed frequently. If students/parents divulge passwords to anyone not authorized by school policy, the school/district cannot guarantee the protection of confidential student information.

3.6.3. Do not leave a workstation without logging out of the network or "locking down" the workstation.

3.6.4. You must report any of the following to a building administrator:

- if you receive or obtain information to which you are not entitled;
- if you know of any inappropriate use of the network by others; and

- if you believe the filtering software is not filtering a site or sites that should be filtered under this agreement.

3.7. Disclaimer:

3.7.1. The District makes no guarantee of the completeness or accuracy of any information provided on the network. It makes no promise or warranty to maintain or update its network or the information contained or made available to the public, its employees, and students. The District may suspend or discontinue these services at anytime. The user assumes the risk of verifying any materials used or relied on.

3.7.2. The District disclaims any express or implied warranty in providing its computer system and any materials, information, graphics, or processes contained therein. It makes no warranty, express or implied, nor assumes any responsibility regarding the use of its network or its contents for its accuracy, completeness, currency, its use of any general or particular purpose, or that such items or use of such items would not violate or infringe on the rights of others. Access to its network is provided on a strictly "as is basis."

3.7.3. The District's network resources may contain hypertext or other links to Internet or computer sites not owned or controlled by the District that may be of interest. The District cannot supervise or control the content of these other sites. Any information, endorsements of products or services, materials or personal opinions appearing on such external sites are not controlled, sponsored or approved by the District.

3.7.4. The District specifically disavows legal responsibility for what a user may find on another site or for personal opinions of individuals posted on any site, whether or not operated by the District.

3.7.5. A user assumes the risk of use or reliance on any information obtained through the network.

3.7.6. The District will not be responsible for any damages a user suffers while on the system, including loss of data resulting from delays, non-deliveries, misdeliveries or service interruptions caused by negligence, errors, or omissions.

3.8. Access and/or Accounts Requirements

All users are responsible for reading and agreeing to follow all guidelines outlined in the Acceptable Use Agreement (AUA). Employees may be granted an account for their term of employment subject to the terms, limitations, and conditions outlined in this policy.

3.9. Interfering and Communication Devices

Except as set forth below, a student may possess, but may not operate or engage, any interfering device during school hours or at school functions, unless specifically authorized in advance by the school personnel in charge of the class or activity.

3.9.1. It is District policy that students and others in the District will not be subject to video or audio capture, recording or transmission of their words or images by any student at a school without express prior notice and explicit consent for the capture, recording or transmission of such words or images.

3.9.2. During any time when a student is scheduled to be in class or involved in a regular school activity, it is a violation of policy for the student to have in his or her possession an electronic communication device or camera which is in the "on" position and ready to receive, send, capture, or record any communication, visual image, sound, text message or other information.

3.9.3. Electronic communication devices and cameras must not be possessed, activated, or utilized at any time by any person, to include a student, teacher, staff employee, patron, or any other individual, in any school situation where a reasonable expectation of personal privacy exists. These locations and

circumstances include but are not limited to locker rooms, shower rooms, restrooms, and any other areas where students or others may change or be in any stage or degree of disrobing or changing clothes.

3.9.4. The principal or administrator of the school is hereby given authority to make determinations as to other specific locations and situations where possession of electronic communication devices and cameras is absolutely prohibited.

3.9.5. At no time may any electronic communication device or camera be utilized by any student in any way which gives the impression to others of being threatened, humiliated, harassed, embarrassed, or intimidated.

3.10. Sanctions Confiscation of Device

Any electronic device found on District property is subject to search and confiscation. Pornographic or indecent material will be reported for possible criminal prosecution in accordance with the UCA 76-10-1235 and/or other applicable District, state and federal regulations. For each observed violation of this policy, it shall be the duty of the school teacher or administrator observing the violation to immediately confiscate the interfering device. Employee or patron violations will be immediately reported to the appropriate school or District administrator. Furthermore, the school or District may take additional disciplinary action as described in other District policies. The confiscated device shall be forwarded to the administrative office together with the name of the person from whom the device was confiscated. The school office should make arrangements to notify the parent/guardian of the student from whom the device was confiscated and arrange for the parent or guardian to pick up that device at the school office.

3.11. Employee Disciplinary Actions shall be in accordance with applicable laws, regulations and District policies.

3.12. Student Disciplinary Actions:

3.12.1. Any use of an electronic communication device or camera to record sounds or images or otherwise capture material in an unauthorized setting or at an unauthorized time shall subject the user of the device to increased discipline based on the circumstances and whether the student has been involved in prior violations of this policy and/or other District Policies.

3.12.2. The use of any interfering device or any electronic communications device or camera to threaten, intimidate, or embarrass another or to capture and transmit test information or any other information in a manner constituting fraud, theft, or academic dishonesty may result in an immediate suspension of not less than three days nor more than ten days.

3.12.3. The use of any interfering device in a manner which may be physically harmful to another person, such as shining a laser in the eyes of another student, may result in an immediate suspension of not less than three days nor more than 10 days. When a student repeatedly engages in such behavior, the punishment may be increased as is appropriate. Authority: 53A-3-402(15) 53A-11-901 et seq. Utah Code Annotated

Non-Discrimination Policy (1710)

Purpose: To ensure equal opportunity in the Washington County School District.

Policy:

It is the policy of the Washington County School District Board of Education to not discriminate on the basis of race, color, national origin, religion, age, sex, or any other non-merit factor in its educational programs, activities, or employment practices as required by Section 504 of the Rehabilitation Act of 1973, Title VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, Age Discrimination in Employment Act of 1974, and the Americans with Disabilities Act of 1990. Equal opportunity is a priority of the Washington County Board of Education. The Washington County School District is also committed to provide co-educational course programs including physical education and other athletic opportunities for both sexes as required by Title IX of the Educational Amendment of 1972.

Persons alleging educational program discrimination or other related violation of civil rights may file a complaint with the District Civil Rights Coordinator for Educational Programs at the following address:

District Civil Rights Coordinator for Educational Programs
LuAnne Forrest, Ed.D.
121 West Tabernacle Street
St. George, UT 84770
Phone: (435) 673-3553 Ext. 237

The complete policy may be found at the following link:

http://www4.washk12.org/district/district_policy/1000/1710_non_discrimination.htm

School Bus Policy

Bus Pass Information

State law does not allow unauthorized individuals to be on the school bus. Students who will be riding a bus will receive a temporary bus pass when they register. When a permanent activity card is issued, a permanent school bus pass will be attached. Eligible students can apply for a bus pass at the school or Transportation Office at 855 East Brigham Rd, St. George, Utah. Transportation's hours are 8:00 A.M. to 5:00 P.M. The office can be reached by phone at 652-4721

To determine if you are eligible for bus transportation visit the District Web page at <http://wash.k12.ut.us> (Boundaries and runs). The site provides the bus # and time schedule of runs. Put in the student's address and grade and the bus information will be given.. Students will be expected to ride to and from school on their regularly assigned bus. Bus passes do not carry over to the next year. Due to concerns for the safety of students, bus passes will not be authorized over the phone for ANY reason. We will accept faxed bus passes for emergency situations only.. **Birthdays parties, visiting friends, music lessons, scouts, shared homework assignments and other similar activities are not eligible for bus passes**

Bus Rules

Bus transportation is a privilege granted by the school district at considerable expense. If a student misbehaves on the bus, the driver will file an official complaint. **The student will be warned, be given an assigned seat or have their bus transportation privilege suspended.** The same rules concerning dress code and electronic devices apply on the bus. Students are expected to follow their bus driver's instructions and treat their bus drivers with the same respect as their teachers. Some specific rules for bus behavior are as follows: .

1. **Observe the same conduct as in the classroom.**
2. **Be courteous, use no profane language.**
3. **Do not eat or drink on the bus.**
4. **Keep the bus clean.**
5. **Do not be destructive.**
6. **Stay in your seat.**

Prevention of Sexual Harassment

Excerpts from WCSD Policy 1420

Sexual harassment includes any gender-related unwelcome written or verbal slurs, vulgar jokes, derogatory statements or actions. Sexual harassment also includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when the harassment is so severe, pervasive, and objectively offensive that it can be said to deprive the victims of access to the educational opportunities or benefits provided by the school and such harassment takes place in a context subject to the School District's control.

Student Complaint Procedures

If a student believes he/she is subject to harassment, the student should first consider telling the person that they do not like what is happening, that they consider it a violation of the School District policy on harassment, and that they want it stopped. In many cases, a clear statement that the student wants something stopped will be enough to take care of the situation. Students are not required, however, to confront the person in this way.

The student has the right and **is encouraged** to report the problem immediately to the **principal, counselor, or assistant principal** at their school. Students should not feel embarrassed, intimidated, or reluctant to file a valid harassment report.

Any teacher, counselor, administrator receiving a report of harassment from a student must report the incident to the school principal or designated administrator or/supervisor. The principal or designated administrator/supervisor has the responsibility to conduct a preliminary investigation when he/she receives an oral or written complaint, observes, or has reason to suspect sexual harassment.

Students or staff may request a District-level investigation by submitting the written complaint to the appropriate, Assistant Superintendent, Superintendent, or Human Resource Director.

The complainant and the accused have the right to be represented by a person of their choice, at their own expense, during sexual harassment investigations and hearings. Complainants also have the right to register sexual harassment complaints with the U.S. Department of Education's Office for Civil Rights or the Utah Anti-Discrimination Division/EEOC. Nothing in this policy shall be construed to limit the right of the complainant to file a lawsuit.

Retaliation Prohibition

Any act of reprisal against any person who opposes sexually harassing behavior, or who has filed a complaint, is prohibited and therefore subject to disciplinary action. Likewise, reprisal against any person who has testified, assisted, or participated in any manner in an investigation, proceeding, or hearing of a sexual harassment complaint is prohibited and therefore subject to disciplinary action.

False Complaints

False, malicious, or frivolous complaints of harassment will result in corrective or disciplinary action taken against the accuser.

Additional Information is available online at:
http://www2.washk12.org/policy/1000/1420_sexual_harass.htm

Fee Waiver Information

STUDENTS & PARENTS

HELP is available if you cannot afford to pay school fees. If you are eligible based on income verification, receive AFDC (currently qualified for financial assistance or food stamps) or (SSI) Supplemental Security Income (only for blind or disabled children), or if you are in the custody of a Utah State or local governmental agency or foster care, you probably qualify for fee waivers (meaning that you will not be required to pay the fees). You may also be eligible for fee waivers if your family is having serious financial difficulties. **You may be required to perform community service in return for the waiver of fees other than textbook fees.** Your principal or counselor can give you more information about community service options. If fee waivers are sought for activities where students are required to participate in fund-raisers, all students will be expected to participate in group fund-raisers to the same extent for fees to be waived. If you are required to apply for fee waivers by your school district, you will be asked, consistent with local board policies and/or guidelines and school district timelines, to provide documentation of your fee waiver eligibility. If you qualify, ALL fees must be waived, including fees for registration, books, classes, sports, clubs, drill teams, trips, uniforms, activity cards, lockers, extracurricular activities, team summer camps, etc. **If fines or other charges for damaged or lost school property have not been resolved, official copies of report cards and transcripts may be withheld.**

For a Fee Waiver Application: Contact the Finance Office or download one at:
http://www.schools.utah.gov/LAW/School_Fee_Forms.htm

To find out more you may contact:

Your school at: 435.634.1967 Ext. 105 (Finance Office)

Your district at: 435.673.3553

or one of the following:

Utah Legal Services, Inc.

254 West 400 South, 2nd Floor

Salt Lake City, Utah 84101

328-8891 or 1-800-662-4245

Utah Issues Information Program, Inc.

330 West 500 South

Salt Lake City, Utah 84101

521-2035 or 1-800-331-5627

Utah State Office of Education

250 East 500 South

P.O. Box 144200

Salt Lake City, Utah 84114-4200

801-538-7830

USOE 4/17/06

Criminal Trespass Enforcement Policy (5220)

1. Purpose: The purpose of this policy is to provide local law enforcement the authority to enforce compliance with UCA code 53A-3-503 and 53A-3-504.

2. Policy:

2.1. Unauthorized use of Washington County School District property is prohibited.

2.2. It is the policy of the Washington County School Board that local law enforcement has the authority and will enforce all trespass and loitering laws on Washington County School District property.

2.3. It is the policy of Washington County School District that all traffic and parking laws will be enforced by local law enforcement on Washington County School District property.

2.4. It is the policy of Washington County School District that all persons and vehicles entering school property are subject to search.

Parent Grievance Procedure Policy (3500)

The purpose of this grievance procedure is to provide a means by which parents may present for administrative resolution, unresolved questions, dissatisfactions, or disputes regarding interpretation of application of district policies and procedures.

The complete policy may be found at:

http://www2.washk12.org/policy/3000/3500_parent_administrative.htm

Washington County School District PPRA Notice and Consent/Opt-Out for Specific Activities

The Protection of Pupil Rights Amendment (PPRA), 20 U.S.C. § 1232h, requires the Washington County School District to notify you and obtain consent or allow you to opt your child out of participating in certain school activities. These activities include a student survey, analysis, or evaluation that concerns one or more of the following eight areas (“protected information surveys”):

1. Political affiliations or beliefs of the student or student’s parent;
2. Mental or psychological problems of the student or student’s family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

This requirement also applies to the collection, disclosure or use of student information for marketing purposes (“marketing surveys”), and certain physical exams and screenings.

Following is a schedule of activities requiring parental notice and consent or opt-out for the upcoming school year. This list is not exhaustive and, for surveys and activities scheduled after the school year starts, the Washington County School District will provide parents, within a reasonable period of time prior to the administration of the surveys and activities, notification of the surveys and activities and be provided an opportunity to opt their child out, as well as an opportunity to review the surveys. (Please note that this notice and consent/opt-out transfers from parents to any student who is 18 years old or an emancipated minor under State law.)

Sharp Survey