



2016-2017 Student Handbook

**Garfield County School District
PO Box 398, 145 East Center, Panguitch, Utah 84759**

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Safe Schools

This policy is adopted by the Board of Education of The Garfield County School District (the "Board") pursuant to UCA 53A-11-901-907. It is the intent of the Board to provide every student in the district with the opportunity to learn in an environment which is safe, conducive to the learning process, and free from unnecessary disruption. The Board has invited and received input from district employees, students, parents, or guardians of students, and the community. The Board now adopts this policy, based on the principle that every student is expected to follow rules of conduct, to show respect for others, and to obey persons in authority at the schools. Please also refer to GCSD Policy FHA.

Delegation of Authority:

Students should be aware that specific behavior outlined herein and in other policies of the district are unacceptable and will result in disciplinary action. The superintendent will enforce district policies with the aim to make students and their parents or guardians understand that unacceptable behavior will not be tolerated and will be dealt with in accordance with the Board's discipline policies. UCA 53-11-901.

The Board hereby delegates its authority to suspend students to principals of the schools in the District for up to ten days. And suspension or expulsion beyond the ten days is hereby delegated to the Garfield County Superintendent of Schools.

Publication of Safe Schools Policy:

A copy of this policy shall be posted in all schools in the district and on the district website. New students transferring to a school in the district shall be instructed to visit the district website, read the safe schools policy/student handbook, and return the Student Handbook Signature Page provided by the principal, which states that each individual has read and understands the student handbook. Upon request a hard copy will be provided to the parent or guardian.

Suspension or Expulsion

A student may be suspended or expelled from school for participation in any of the following prohibited behaviors when it occurs in a school building, in or on school property, in conjunction with any school sponsored activity, or when it occurs in the presence of, or is directed at or against another student, or a district employee:

- A. Possession of a weapon that has the meaning of the term "dangerous weapon" given under paragraph (2) of the first subsection (g) of Section 930 of Title 18, USC. "Dangerous weapon" means a weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury or property or in those parts of a building, park, stadium or other structures, grounds, on a school bus, school authorized

transportation, or within a 1,000 feet of school property and in conjunction with any school sponsored activity or function.

A student who is found to have brought a weapon (as defined under section 921 of title 19, United States Code) to school or to a school sponsored 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.

Exception: Possession of a weapon, firearm, explosive, flammable material or other material dangerous to persons or property shall not violate the above provision if possession is approved in writing by the responsible school administrator or if the item or material is present or to be used in connection with a lawful activity approved in writing by the responsible school administrator before the material in question is brought on school premises.

B. Possession, using, selling, attempting to sell any firearms, smoke bomb, tear gas canister, incendiary device, flammable liquid, cigarette lighter, knives, explosive devices, fireworks, chemical weapon any other dangerous weapon or within 1,000 feet of school property, on a school bus, school authorized transportation, or at school activities or functions.

C. Sells, gives, delivers, transfers, possesses, controls, or distributes alcoholic beverages, tobacco products on school property, or any controlled substance within 1,000 feet of school property or any school sponsored event. The possession, sale, control, delivery, transfer or distribution of a drug or controlled substance or an imitation of a controlled substance or drug paraphernalia as defined in UCA 58-37-2 or 21 USC 5801, UCA 58-37b-2 or by 21, and UCA 58-37a-3.

D. Is under the influence of an alcoholic beverage or controlled substance on school property, within 1,000 feet of any school property or school sponsored event.

E. Behavior, or threatened behavior, which poses an immediate and significant threat to the welfare, safety, morals of other students, school personnel, or to the operation of the school.

F. Gang participation will include any activities deemed gang-related to include but not limited to:

Wearing or displaying an identifiable gang or gang-related insignia, clothing, uniform, colors, paraphernalia, adopted symbols, hand signals, writing, graffiti, nicknames, or other items identifying or representing gang association while on

or within 1,000 feet of school property, on a school bus or other school transportation, or at school sponsored activities.

G. Hazing to include any action taken or situation created, whether on or off school premises, to produce mental or physical discomfort, embarrassment, harassment, or ridicule for the purpose of initiation, admission into, affiliation with, holding office in, as a condition for continued membership or a candidate for membership in any school organization.

H. Continued willful disobedience or open and persistent defiance of proper authority

I. Behavior, that unreasonably disrupts or interferes with the education of other students

J. Theft

K. Willful destruction or defacing of school property or any other property.

L. Cheating

M. Indecent exposure

N. Swearing

O. Bullying, including any activity that subjects another student to intimidation or harassment through words or actions. If a student has been a victim of bullying, the building administrator will contact the legal guardian to inform them of the incident. The building administrator will refer to the GCSD Bullying/Hazing policy.

P. Harassment:

Racial/Ethnic-National Origin Discrimination:

It is unlawful to discriminate against a student because of his/her race, ethnicity, or national origin

Each student has a right to an educational environment free from harassment

Harassment at school or school related functions is prohibited

Racial/Ethnic, National-Origin Harassment:

Racial/ethnic-national origin harassment may be any behavior, verbal or physical, which is imposed by an employee or student on a student because of race, national origin, or ethnic background, which is intimidating, offensive, abusive, threatening or unwelcomed and which

causes or contributes to a racially, ethnically, or national origin based hostile environment.

Such harassment may include, but is not limited to:

Racial, ethnic, national origin oriented verbal kidding, demeaning racial, ethnic innuendos, teasing, joking, or commenting of a racial-ethnic nature

Sexual orientation or identity

Discipline: If harassment or discrimination is found to have occurred, the person who engaged in such behavior may be disciplined, up to and including suspension or expulsion.

Habitually Disruptive Behavior

A student may be suspended or expelled if he or she is habitually disruptive and has failed or refused to completely comply with the student's remedial discipline plan.

A. A "habitually disruptive student" is one who has caused a disruption in a classroom, on school grounds, in a school vehicle, or at school sponsored activities or events more than three times during a school year and whose behavior was initiated, willful and overt and required the attention of school employees to deal with the disruption. A written record will be kept.

B. When a student has caused his first disruption such as described in the preceding paragraph, the student's principal or his/her designee, shall develop a remedial discipline plan to assist the student in altering his or her conduct and avoiding the occurrence of another disruption. The principal or his/her designee, will review the essential elements of the plan with the student at the time it is implemented. The student, parent, and principal will sign this plan.

Suspension or Expulsion Procedures:

When a student engages in conduct for which suspension or expulsion is possible the following procedures shall occur:

A. The principal or his/her designee, at his/her discretion may suspend the student for up to ten days, and in addition may recommend that the Superintendent suspend the student for up to an entire school year or its equivalent imposed over consecutive portions of two school years.

B. If a student is suspended for a period of time less than or equal to ten days then the principal, or his/her designee, shall immediately provide notice to the student's parent or guardian. Notice shall be given by telephone. If reasonable efforts to contact the parent or guardian by telephone are unsuccessful, then

written notice shall be sent to the parents or guardian. The notice, whether verbal or written, shall include the following information:

1. The student has been suspended.
2. The grounds for the suspension.
3. The period of time for which the student is suspended.

The district will maintain a record of all suspended students:

The date, time, and place for the parent or guardian to meet with the principal, or his/her designee, to review the suspension shall be scheduled to occur as soon as is practical, but in all cases prior to the end of the tenth day of the suspension.

If the principal, or his/her designee has recommended that the Superintendent suspend the student for a period longer than ten days, that fact shall be included in the notice to the parent or guardian. The student shall also attend the meeting.

C. At the meeting with the student, the parent or guardian, and the principal or his/her designee, the student shall be informed of the charges and evidence against him. The student shall be given an opportunity to tell his/her side of the story. If the parent or guardian and/or the student fails or refuses to attend the meeting at the scheduled date, time, and place, and reasonable efforts to contact them are unsuccessful, the principal or his/her designee shall mail notification to the parent or guardian describing the charges against the student and the evidence against. *Goss v. Lopez*, 410 US 565 (1975). For further information, please see GCSD Policy FHA Safe Schools.

D. Discipline Procedures for Students with Disabilities

Consistent with the requirements of Part B of the IDEA, State Rules and District Policies and Procedures, Garfield County School District establishes, maintains, and implements the policies and procedures for disciplining students with disabilities as outlined in the above documents. (See the Utah State Board of Education Special Education Rules.)

E. Suspension or Expulsion Miscellaneous Provisions

A suspended student shall immediately leave the school building, the school property, and/or extra-curricular activities following a determination by the parent or guardian of the student and the school officials of the best way to transfer custody of the student to the parent or guardian.

A suspension may not extend beyond ten days unless the student and his/her parent or guardian have been given reasonable opportunity to appear before the

Superintendent for a hearing and respond to the allegations and proposed disciplinary action.

F. Suspension or Expulsion Appeals

A student may appeal the determination of suspension or expulsion by the Superintendent to the Board of Education by filing a written notice of appeal within ten days of the date the decision of the Superintendent is mailed to the student.

No further hearing will be held. The Board will review the evidence submitted to the Superintendent and the written determination of the Superintendent. The Board may affirm the Superintendent's decision or modify the Superintendent's decision. The Board's written decision will be issued within thirty days of receipt of the student's written notice of appeal.

Admissions and Attendance: *Compulsory Education*

Definitions

1. "Excused Absence or Valid Excuse" means:
 - a. an absence resulting from:
 - i. illness;
 - ii. death of family member;
 - iii. an approved school activity; or
 - iv. any other reason established by the district as valid.
 1. In determining whether to pre-approve an extended absence of a student as a valid excuse, the district shall approve the absence if the district determines that the absence will not adversely impact the student's education.
 - b. In determining whether to excuse an absence for attendance at a scheduled family event or a scheduled proactive visit to a health care provider if the parent or guardian submits a written statement at least one school day before the scheduled absence and if the student agrees to make up course work for the missed days according to District or school policy. (See Policy GCE section "Parent rights regarding student absences".)
 - c. an absence permitted by a student's:
 - i. individualized education program developed pursuant to the Individuals with Disabilities Education Improvement Act; or

ii. an accommodation plan developed pursuant to Section 504 of the Rehabilitation Act. (See also UCA 53A-11-101(9), and 53A-15-1403(5).)

2. "Tardy" as defined by Garfield County School District, is when a student arrives at school or class after the tardy bell has rung. Tardiness is considered a disciplinary issue as well as an attendance issue.
3. For secondary schools, if a student arrives to class after more than one-half of the class period has transpired, the tardy will be considered an absence for the entire class period.
4. For elementary schools, a student who arrives 30 minutes late will be considered in attendance for only half the day.
5. It is the responsibility of any student who is tardy to meet with the teacher either during or following the class period to ensure that he/she was marked tardy and not absent. Each school, with the input and assistance of its School Community Council, may develop additional policies and procedures for dealing with tardiness.
6. "Truant" means absent without a valid excuse or excused absence.
UCA 53A-11-101(7).
7. "Home School" means a school comprised of one or more students officially excused from compulsory public school attendance under this policy and UCA 53A-11-102. State Rule: R277-438-1

Notice of Compulsory Education Attendance Laws

Prior to or no later than school registration, the parent or legal guardian of each student in grades 1-12 shall be provided written notice from the school or district informing the parents or legal guardians of Compulsory Education attendance laws, discipline or consequences progress; and opportunities to appeal disciplinary measures.

State Rule: R277-607-4

Compulsory Education:

The parent or legal guardian of a student who is at least six years of age and not more than 18 years of age, shall enroll and send his or her school-age minor to a public or regularly established private school during the school year of the district in which the student resides, unless exempted as indicated below. Attendance shall be in District schools or in some other district to which the student may legally be transferred, or in a regularly established private school. It is a class B misdemeanor for a parent or legal guardian, after being served with a notice of compulsory education violation, to fail to enroll a school-age minor in school, unless exempted as indicated below. The District

shall report violations of this policy to the appropriate city, county, or district attorney. UCA 53A-11-101.5.

Exemptions :

Students who meet one or more of the following conditions to the satisfaction of the Board shall be exempt from compulsory attendance requirements and shall be given a certificate, issued by the Board, stating that the minor is excused from attendance during the time specified on the certificate:

1. A minor over age 16 may receive a partial release from school to enter employment, or to attend a trade school, if the minor has completed the eighth grade. Minors receiving this exemption must still attend school part-time as required by the Board or home school part time as permitted in 2.e. below.
2. On an annual basis, a school-age minor under 18 years of age may receive a full release from attending a public, regularly established private or part-time school or class if one of the following is established to the Board's satisfaction:
 - a. The minor has already completed the work required for graduation from high school or has demonstrated mastery of the skills and competencies required for graduation from high school in accordance with UCA 53A-15-102(1).
 - b. The minor is in a physical or mental condition, certified by a competent physician if required by the Board, which renders attendance inexpedient and impracticable and monitored through the development and implementation of a 504 accommodations plan.
 - c. Proper influences and adequate opportunities for education are provided in connection with the minor's employment.
 - d. The Superintendent determines that the minor, 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.

School Efforts to Resolve Attendance Problems

Parents of all students in grades 1-12 shall be provided written notice from the school or district informing parents of Compulsory Education attendance laws and encouraging parental cooperation.

1. A student registering in the school district during the school year may be provided written notice explaining the school and school district's compulsory education policy.

A student moving from one school to another within the same district may be provided written notice explaining the school and school district's compulsory education policy. State Rule: R277-607-4.

The District shall make reasonable efforts to resolve the school attendance problems of its students, including the following, as deemed reasonably feasible by the Board or its designee in individual cases:

1. counseling of the student by school authorities;
2. issuing a Notice of Truancy;
3. issuing a habitual truant citation;
4. adjusting the curriculum and schedule if determined necessary to meet special needs of the student;
5. considering alternatives proposed by the parent or legal guardian;
6. monitoring school attendance of the student;
7. voluntarily participating in truancy mediation, if available;
8. providing the student's parent or legal guardian, upon request, a list of resources available to assist the parent or legal guardian in resolving the student's attendance problems; and
9. enlisting the assistance of community and law enforcement agencies as appropriate.

This policy and related statute do not impose any civil liability on the school district or its employees. UCA 53A-11-103.

Notice of Compulsory Education Violation

A school administrator, a designee of the school administrator, a law enforcement officer acting as a school resource officer, or a truancy specialist may issue a notice of compulsory education violation to a parent of a student, who is at least six years old but under the age of 14, if the student is truant at least five times during the school year.

The notice of compulsory education violation shall:

1. direct the student's parent or legal guardian to meet with designated school authorities to discuss the student's attendance problems and cooperate with the District to secure regular attendance by the student.
2. specify the school authorities with whom the parent is required to meet.
3. state that it is a class B misdemeanor for the student's parent or legal guardian to intentionally or recklessly fail to meet with the designated school authorities to discuss the student's attendance problems or fail to prevent the student from being truant an additional five (5) or more times during the remainder of the school year.

4. be served on the student's parent or legal guardian by personal service or certified mail.

The District shall report violations of this policy to the appropriate city, county, or district attorney. UCA 53A-11-101.5.

Notice of Truancy

- (1) Except as provided in UCA 53A-11-102 or 53A-11-102.5, a school-age minor who is enrolled in a public school shall attend the public school in which the school-age minor is enrolled.
- (2) A local school board, charter school governing board, or school district may impose administrative penalties on a school-age minor who is truant.
- (3) A local school board or charter school governing board:
 - (a) may authorize a school administrator, a designee of a school administrator, a law enforcement officer acting as a school resource officer, or a truancy specialist to issue notices of truancy to school-age minors who are at least 12 years old; and
 - (b) shall establish a procedure for a school-age minor, or the school-age minor's parents, to contest a notice of truancy.
- (4) The notice of truancy described in Subsection (3):
 - (a) may not be issued until the school-age minor has been truant at least five times during the school year;
 - (b) may not be issued to a school-age minor who is less than 12 years old;
 - (c) may not be issued to a minor exempt from school attendance as provided in UCA 53A-11-102 or 53A-11-102.5;
 - (d) shall direct the school-age minor and the parent of the school-age minor to:
 - (i) meet with school authorities to discuss the school-age minor's trancies; and
 - (ii) cooperate with the school board, local charter board, or school district in securing regular attendance by the school-age minor; and
 - (e) shall be mailed to, or served on, the school-age minor's parent.
- (5) (a) Except as provided in Subsection (5)(b), a habitual truant citation may be issued to a habitual truant if:
 - (i) the local school board, charter school governing board, or school district has made reasonable efforts, under UCA 53A-11-103, to resolve the school attendance problems of the habitual truant; and
 - (ii) the efforts to resolve the school attendance problems, described in Subsection (5)(a)(i), have not been successful.
- (b) A habitual truant citation may not be issued to a habitual truant if the habitual truant:

- (i) has at least a 3.5 cumulative grade point average; and
 - (ii) is at least 16 years old.
- (6) A habitual truant to whom a habitual truant citation is issued under Subsection (5):
- (a) shall be referred to the juvenile court for violation of Subsection (1); and
 - (b) is subject to the jurisdiction of the juvenile court.
- (7) A notice of truancy or a habitual truant citation may only be issued by:
- (a) a school administrator, or a truancy specialist, who is authorized by a local school board or charter school governing board;
 - (b) a designee of a school administrator described in Subsection (7)(a); or
 - (c) a law enforcement officer acting as a school resource officer.
- (8) Nothing in this part prohibits a local school board, charter school governing board, or school district from taking action to resolve a truancy problem with a school-age minor who has been truant less than five times, provided that the action does not conflict with the requirements of this part.
- (9) Nothing in this part allows a local school board or charter school governing board to issue a citation pursuant to this section if the minor is exempt from school attendance as provided in UCA 53A-11-102 or 53A-11-102.5.

If a child refuses to return to school or go to the receiving center, the officer or administrator shall, without unnecessary delay, notify the child's parents, guardian or custodian and release the child to their custody. If the parents, guardian or custodian cannot be reached or are unable or unwilling to accept custody, the child shall be referred to the Division of Child and Family Services. UCA 53A-11-105(3)(4)

Middle School Education Requirements

Students in grades 7-8 shall earn a minimum of 12 units of credit to be properly prepared for instruction in grades 9-12. State Rule R277-700-5.

Sexual Harassment

General Statement of Policy:

Sexual harassment is a form of sex discrimination which violates Section 703 of Title VII of the Civil Rights Act of 1964, as amended 42 USC. '2000e, et seq. and UCA 34-35-2 et seq. of the Utah Anti-discrimination Act.

It is the policy of the School District to maintain a learning and working environment that is free from sexual harassment. The School District prohibits any form of sexual harassment.

It shall be a violation of this policy for any student or employee of the School District to harass a student or an employee through conduct or communication of a sexual nature as defined by this policy.

The School District will act to investigate complaints, formal or informal, verbal or written, of sexual harassment and to discipline any student or employee of the School District. For additional information see GCSD policy FHAB.

Activity Guidelines Minimum Standards in Grades 7-12

The Garfield County School District sees value in student participation in extra-curricular activities to supplement the educational program. By definition, extra-curricular activities are school sponsored activities that are not directly related to instruction of the core curriculum, but that may have an indirect relationship to some areas of the curriculum. They offer worthwhile and significant contributions to a student's personal, physical, and social development. *Participation in extracurricular activities is a privilege – not a right*, and students must meet specific requirements in order to participate. Each school reserves the right to make and uphold rules and/or guidelines that are equal to or greater than the rules stated here. These are to be provided in writing to students and parents.

Any activity in which a student chooses to participate that spans the full year, i.e. drill team, cheerleading, debate, etc., will fall under these activity guidelines from the first official practice date or the first official activity and shall extend through the remainder of the year and/or the end of the activity the student is participating in. (For example: if a drill team member is announced to have made the team for the upcoming year at the end of a year, she falls under the activity guidelines as of the date of the first official practice of any activity she will participate in, until the activity is completed).

It will be the responsibility of each coach and/or activity director to develop rules and guidelines in addition to this policy for the effective operation of the activity. A contract shall be issued to each participant with a signature from the student, parent or guardian, and the coach. A copy of this contract shall be kept on file in the principal's office and a copy shall be given to the participant.

A. The extra-curricular activities include, but are not limited to: baseball, volleyball, girls and boys basketball, wrestling, golf, track, drill team, cheerleading, sterling scholar, drama, FFA, FCCLA, FBLA, Debate, performances, competitions, contests, demonstrations, displays and youth leadership organizations.

B. Garfield County School District supports the UHSAA in the following manner: first, to prepare students to be good citizens and second, to teach them to be self-reliant and self-sufficient. Activities should contribute to both of these goals. The use of alcohol, tobacco products, or other drugs deters the realization of these goals. Every effort shall be made at the local, region and state levels of participation to eradicate the promotion, use, or abuse of alcohol, drugs, and tobacco with regard to participation in high school

sports and activities. Limitation for participation of students in Utah High School Activities regarding the use of alcohol, tobacco products, and other drugs during a sports season, as defined by the Garfield County School District is as follows:

First offense: A six week suspension (minimum of 30 consecutive school days) from games, meets, matches, competitions or performances. Student participation and completion in an assessment by a licensed substance abuse intervention, treatment program, or school approved course directed by the school counselor. The course will be a minimum cost of \$75.00 at the student's and /or parent/s expense. Practice may continue at the discretion of the coach and principal.

Second offense: An eighteen-week suspension (minimum of 90 consecutive school days) from all games, meets, matches, competitions, performances and practices. Reinstatement of eligibility at the end of the eighteen week suspension is predicated upon the successful completion of principal approved formal assessment, intervention and treatment program at the student's and/or parent's expense. This is the responsibility of the student and his/her parents. In all of the foregoing offenses, which deal with discipline, suspension, corrective measures, parents/guardian involvement, rehabilitation, and so forth, must be met.

School generated sports contract requirements that exceed those set forth in the foregoing offenses will take precedence.

C. A student in violation of the activities drug and alcohol policy may also be subject to the general provisions contained in the main policy drug and alcohol section of the general Safe Schools Policy.

D. If a student violates the above alcohol, tobacco, or drug rule between sport/activity seasons, their 30-day suspension shall begin on the first day of legal practice of the next sport/activity in which they want to participate, (i.e., after baseball season finished, a violation occurs and the person is a basketball player, then the suspension will begin the first legal day of basketball practice). This rule will not apply to activities that end with the regular school year.

Violation of any school rules (unexcused absences, excessive tardiness, theft/shoplifting, etc.) may result in temporary or permanent suspension from participation in activities, a student body position, or office in Garfield Schools.

Violations carry over year to year and sport/activity to sport/activity in a participant's career (there is no 'fresh start' each year.)

Any student with unexcused absences will be benched for one (1) activity for each unexcused absence. The third unexcused absence will result in ineligibility for the remainder of the sport season.

Students who break the law, should deal with the law. Students who participate in theft or shoplifting may be immediately turned over to the law enforcement. It will then be law enforcement's responsibility to deal with the students involved and to notify their parents or guardians.

The school may implement normal sanctions appropriate to the rule/law/violation along with any penalties that result from the juvenile court system. Once evidence has been collected that establishes the guilt of the individual student appropriate sanctions should take place immediately.

Students participating must attend a full school day to participate in activities.

Participating students must ride the activity bus to event. Boys will sit in one area and girls in another. If a student needs to leave the bus for any reason, written permission is required *prior* to departing for the activity. He/she will be allowed to do so only if the student is released to their parents or legal guardian. Or if the school officials have in their possession a verified note from the student's parent or legal guardian, in addition to the note, parents need to contact appropriate school officials.

Extra-Curricular Activities Eligibility

A. To be eligible for participation, a student must be a full-time student. Eligibility will end with the graduation ceremony of the year he/she completes the graduation requirements.

B. District-approved home school students may participate if they satisfy the requirements of law State Rule R277-700 and R277-438-4 and they maintain complete and accurate academic records.

C. No student who is ineligible during a grading period should represent the school on any pre-season or practice contest with varsity, junior varsity, sophomore, or freshman teams. (UHSAA Handbook.)

D. The date grades are posted becomes the date that the scholastic rule is applied. (Article 1, Section 7, UHSAA Handbook.)

E. An "incomplete" is considered a failure after ten school days. Deficiencies must be made up in the same subject area. (UHSAA Handbook.)

F. No student shall be eligible to compete in any athletic contest sponsored by the UHSAA unless such student has a physician's certificate (pre-participation, Form A, previous participants, Form B) stating that he/she is physically able to compete in interschool athletic contests. The required "Tryout Checklist" which outlines the UHSAA eligibility rules and standards that must be followed, must also be completed. (UHSAA Handbook.) To try out for a team, the student must have a minimum of a 2.0 GPA and

no failing grades for the previous grading period. A failing grade (F) during any season will make the student ineligible.

G. At any time during a grading period, if a teacher determines an activity participant to be in academic difficulty or is a behavioral problem, a deficiency notice will be sent home with a copy given to the administration. The principal will notify the coach or advisor and the student will be benched from participation or traveling with the teams, in any contest until the student is no longer in academic difficulty. If the student persists with chronic academic problems, the administration and coach may choose to release the student from participation in the activity.

H. Students who may be in academic difficulty, or demonstrates disruptive behavior may practice with the team, but not participate in any contest, until the eligibility requirements have been satisfied.

All participants, in signing this agreement, do hereby agree that they will support and sustain the rules of this high school or forfeit their position.

Insurance. All participants and parents understand that it is their responsibility to provide their own insurance coverage. Each year the school sends home an application for an insurance program for which you may enroll. However, this is an independent insurance company that provides insurance for students and is in no way a policy provided by the school district. Please note that this insurance is not a primary insurance and is only secondary, which will pay in addition to your primary insurance. Prior to the season, all participants in all activities will provide the school with evidence of personal health insurance.

These guidelines do not supersede those of the Utah High School Activity Association.

Activity advisor may have additional and/or more stringent guidelines.

Non-Discrimination

Garfield County School District does not discriminate on the basis of sex in education programs or activities. Any complaints or concerns can be directed to the building administrator. For further grievance concerns please follow Grievance Procedures as outlined in the Garfield School Board policy DHC. Copies of the Nondiscrimination Policy are available at the Garfield County School District Office.

Dress Code for Students

Students who attend the schools of Garfield County are expected to support the following standards:

- a. The attire and grooming of all students should be neat, clean, and safe.

- b. Students have the responsibility to avoid an appearance and apparel that interrupts school decorum or adversely affects the educational process.
- c. Students have a responsibility to cooperate fully with clothing standards required for special classes (like shop, PE, home economics, laboratories, etc.) and special school activities.
- d. Hair, including beards, mustaches and sideburns, should be groomed so that they are neat and clean.
- e. Printed apparel is acceptable only if it is in good taste. Any apparel displaying profanity, suggestive slogans or promoting substances illegal for consumption (alcohol, tobacco, drugs, sexual connotation, etc.) by a minor, will not be allowed.
- f. Headwear is not to be worn in school buildings during school hours.
- g. Clothes that are mutilated or immodest, such as tank tops, half shirts, and cutoffs, are not appropriate school wear. Apparel revealing a bare midriff or bare shoulder and any other inappropriate exposure is not permissible. Shorts must reach to mid-thigh. Inappropriate clothing is not limited to the above. Jeans need to be worn high enough on hips to not expose undergarments.
- h. All dress should be modest.
- i. Any apparel approved for school wear should be worn in accompaniment with appropriate undergarments and suitable footwear.
- j. Athletic, pajama type clothing or blankets are not to be worn in academic classes.
- k. Principals have discretion to make administrative decisions on inappropriate grooming and attire.

Student Notification:

Administrators in the respective schools will notify students when they do not comply with the dress and grooming standards.

Action:

The following actions may be taken:

- a. Students may be sent home to change clothing.
- b. Parents may be notified.
- c. Suspension from school for continued disregard for the dress and/or grooming standards.

Display of Affection

Schools are places of learning that maintain a high moral standard.

Romantic behavior that involves physical contact, such as hugging, kissing, etc., is inappropriate and is not to be done at school or school events.

The prohibition on inappropriate physical contact extends to traveling on school buses.

The School Board has designated each school principal or head-teacher as the authorized authority to discipline incidents of inappropriate physical contact.

Family Educational Rights and Privacy Act (FERPA)

FERPA affords 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 appropriate school official] 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. They should write the School principal [or appropriate official], 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. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (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. Upon request, the School discloses 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 US Department of Education concerning alleged failures by the School to comply with the requirements of FERPA.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent’s prior written consent. Outside organizations include, but are not limited to,

companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent. *

If you do not want Garfield School District to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by **September 2, 2016**. Garfield School District has designated the following information as directory information:

- Student's name
- Participation in officially recognized activities and sports
- Address
- Telephone listing
- Weight and height of members of athletic teams
- Electronic mail address
- Photograph
- Degrees, honors, and awards received
- Date and place of birth
- Major field of study
- Dates of attendance
- Grade level
- The most recent educational agency or institution attended

These laws are: Section 9528 of the ESEA (20 USC. 7908), as amended by the No Child Left Behind Act of 2001 (PL107-110), the education bill, and 10 USC 503, as amended by section 544, the National Defense Authorization Act for Fiscal Year 2002 (PL 107-107), the legislation that provides funding for the Nation's armed forces.

Student Lockers

Lockers are provided for the student's convenience. Students should not bring anything of value to school to leave in their lockers unless they request a lock be put on their locker (provided by the school). The school and district are not responsible for lost or stolen items. School lockers are property of the school district and therefore are subject to search by administration at any time.

Child's Medical or Health Alert

It is the parents' responsibility to alert school administrators if their child is on a medication that needs to be administered while the child is at school or has a health issue that the school needs to be aware of.

Title I Parental Involvement

The Garfield County School District regards parental involvement as vital to the academic success of students. Parents are the initial teachers of their children and serve as partners with the district in helping their children achieve academic success.

The District will involve parents in the development of its district plan:

- The district will invite two parents from each Title I school to participate in the development of the district plan. Information, including academic data, State and Federal allocations, personnel, and instructional strategies will be given to parent representatives two weeks prior to the meeting for review.
- Parents from participating Title I schools will review information, attend scheduled meetings and give input into the development of the district plan.
- The Garfield County School District Board will give final approval of the district plan.

The District will involve parents in the process of school review and improvement:

- Share the achievement data from all schools with parents.
- Invite input from parents regarding LEA and school academic goals.
- Discuss scientifically-based research instructional practices.
- Give direction in securing research-based curriculum materials that align with goals.

The District will provide coordination and technical assistance to promote quality parental involvement activities:

- Twice during the year, district leadership will include parental involvement discussions in district leadership meetings across departments to maximize coordination and effective use of resources.
- Provide annual training to school administrators and teachers on effective parent involvement strategies.

The District will build the school and parent capacity for strong parental involvement:

- Schedule an annual parent involvement seminar to build effective parental involvement strategies.
- The district will allocate Title I funds to support a half-time parent liaison for each Title I school.

The District will coordinate parental involvement strategies with other programs:

- Representatives from other programs (i.e. Head Start and Special Education) will be encouraged to co-sponsor the annual parent-involvement seminar with Title I.

- District leaders who have responsibility for overseeing parental involvement activities will meet at least twice a year to discuss plans and coordinate efforts.

The District will conduct an annual parental involvement evaluation:

- In the spring, local School Community Councils will give a Title I Parent Involvement Evaluation Form and asked to complete the evaluation and provide input on how the district might improve support for parental involvement.
- At the spring SEP conference, parents will be encouraged to complete a parent involvement survey that will elicit feedback on current activities and request input for future efforts.
- At the beginning of the new school year, the district will provide a summary of the parental involvement survey with its plans to address identified needs and recommendations.

The District will ensure that Title I schools are involving parents in a variety of school activities:

- Require each Title I school to submit an annual report of successful parent involvement activities.
- In the annual training for administrators and teachers, the district will share identified successful parental involvement activities. They will be encouraged to share ideas with PTA Presidents and School-Community Councils.
- Principals will annually report to the district how they used Title I funds to support effective parent involvement strategies.

Additional Guidance and Information:

Acceptable Use Policy
Athlete Concussion
Pupil Transportation Rules

Electronic Communication Devices

Students may use or possess personal communication devices on Garfield County School District property during school hours or while participating in school sanctioned events.

Please see the BYOD Bring You Own Device Policy at,
http://www.garfield.k12.ut.us/images/docs/GCSD_BYOD_Policy_Agreement-Approved%206142012.pdf

Please see the Electronic Device Policy at,
<http://www.garfield.k12.ut.us/images/docs/Electronic%20Device%20Policy.pdf>