

Roosevelt Junior High School

Student Handbook



2022 - 2023

Roosevelt Rough Riders

2022-23

Welcome to Roosevelt Junior High School (RJHS)! The administration, faculty, and staff are excited to have you here and look forward to working with you this year. We ask that you read this handbook with your parents and become familiar with its contents. This handbook has been created to help you become more organized and successful in your learning efforts here at RJHS. If you use it effectively, you will always be aware of school policies and procedures, as well as other important information.

Learning is our top priority at Roosevelt Junior High School. Best practices of teachers and committed effort from students, together with support from parents and community will ensure that learning takes place at a high and efficient level. RJHS has implemented positive behavior programs to reinforce this learning goal. These programs recognize the positive conduct of students and staff while encouraging all to show respect and kindness.

Behaviors which are disrespectful, unlawful, and dangerous/harmful to self or others will be addressed by the classroom teacher, counselor, resource officer or administration and may result in disciplinary action or a law enforcement referral. All students have the right to learn, and all teachers have the right to teach in a safe and respectful atmosphere. Any student disrupting the learning and teaching process is in violation and will be dealt with accordingly. The Duchesne County School District School Board creates/approves policy to ensure a safe environment. Administrators at RJHS ensure the policies are followed.

Please take the time to read this handbook. It will become a useful tool for you this year. Let us know how we can be of help and support to you.

Yours in learning the Rough Rider way,

Scott Forsyth
Principal

Sheena White
Assistant Principal

Aubrey Yack
Assistant Principal

Constitution of Roosevelt Junior High School

PREAMBLE

We, the members of the Roosevelt Junior High Student Body do establish and promote this constitution in order to better understand and appreciate the advantages of a good educational system as a part of our American way of life and to develop individuals of outstanding qualities for the benefit of our country. Through this constitution, our objective is to develop and maintain loyalty and unity within the school.

ARTICLE I (Name and Membership)

Section I. The name of this association shall be the STUDENT BODY OF ROOSEVELT JUNIOR HIGH SCHOOL.

Section II. Upon payment of student body fees all students are granted membership in this organization. All faculty members are included as members of this organization without payment of a special fee.

Section III. The mascot of Roosevelt Junior High School is the Rough Rider because of devotion, courage, and tradition.

Section IV. The colors of Roosevelt Junior High School are Blue and Gold.

ARTICLE II (Governing Officers)

Section I. The duties of the President shall be to supervise all student body functions, to call meetings of the student body and council at times of necessity, to preside and conduct at student council meetings, and to represent the school in matters pertaining to school affairs.

Section II. It shall be the duty of the Vice President to assist the president, except in the approving and passing of bills. He/She is to replace the president as a presiding officer in the event the president resigns or relinquishes office.

Section III. The duties of the Secretary shall be to attend to all matters concerning student body correspondence and take minutes of student council meetings.

Section IV. The duties of the Student Government Class, and/or Faculty Representative shall be to advise the student council concerning the involvement of Student Government Class and Faculty in all school activities. The Student Government Class and/or Faculty representative is a member of the governing officers of the school.

Section V. The above officers shall also perform all other duties necessary for the welfare and good of the school.

ARTICLE III (Class Officers)

Section I. There shall be a President, Vice President, Secretary/Historian and Class Rep. and/or Faculty Rep. elected from each class.

Section II. Class elections shall be held annually.

ARTICLE IV (Governing Body)

Section I. The governing body of this organization shall be the Roosevelt Junior High Student Council, which shall consist of the student body officers (President, Vice President, Secretary/Historian, Class Rep. and/or Faculty Rep.) of each class; namely, the 6th, 7th and 8th grade classes.

Section II. A faculty advisor will be assigned by administration.

Section III. As least one faculty advisor shall attend every meeting of the council. The advisor shall conduct at all such meetings when neither the President, Vice President nor Principal are in attendance.

Section IV. Any club or organization having business with the student council may request permission from the Student Body President to send one non-voting representative to the student council meeting.

Section V. The student council shall meet when the Student Body President calls it to session or a minimum of one meeting per month.

ARTICLE V (Powers of the Student Council)

Section I. The council shall have the power, by vote of the majority of its members and subject to the veto of the principal, to:

- a. Have charge of all financial matters in connection with student body funds or extra-curricular activities for the whole student body.
- b. Make recommendations to the student body or administration on any point thought desirable for the school's welfare.
- c. Authorize the President to appoint any committee thought desirable for any responsibilities with a two-thirds (2/3) majority vote of the student body.
- d. Make and enforce any rules necessary for the betterment of the school, subject to revocation with a two-thirds (2/3) majority vote of the student body.

e. The student council has the power of impeachment of any student body officer. Officers may be impeached if they do not follow: (1) eligibility, or (2) conduct rules.

Section II. All decisions passed by this student council, or any other organization, shall be subject to the approval of the principal.

ARTICLE VI (Method of Elections)

Section I. One week prior to primary elections of student body officers, nominations will be accepted in the office. Nominator and nominee must both sign the nomination form.

Section II. Candidates should check their eligibility before signing the nomination form.

Section III. A student may nominate himself/herself if eligible.

Section IV. In the primary election the two candidates from each office having the highest number of votes shall run in the final election.

Section V. In case of a vacancy of the student body president, the vice president will assume the presidency. In case of a vacancy in any other student body office, new elections shall be held as best seen fit by the student council.

(Eligibility)

Section I. Student Body Officers

a. All student body officers must maintain an average scholastic rating of at least 3.0 with no failing grades.

Section II. Class Officers

a. All class officers must maintain an average scholastic rating of at least 3.0 with no failing grades.

b. All class officers must conform to the general eligibility rules established in Section III.

Section III. General Eligibility Rules

a. No student may hold more than one major office per year. (Major offices include: student body officers, class president, Commissioners, Editor of the Yearbook.)

b. No student shall be eligible to represent his school in inter-school competition unless he conforms to the current Utah High School Activities Association eligibility rules.

c. Nominees for student body officers, class officers, and commissioners must maintain a 3.0 average with no failing grades and demonstrate good citizenship for the quarter prior to elections. An administrative team will review the list of candidates to determine eligibility.

d. A student may be declared ineligible any time during the term upon evidence of poor citizenship. Before ineligibility is finalized, the student may be granted a hearing with the principal, the teacher, and parents.

e. Must be on time and attend student council meeting unless prior arrangements have been made

f. All students must conform to the citizenship rules in Section III to be eligible for an activity or office.

g. The following are examples of poor citizenship and could result in the ineligibility of any student officer. These may be reported by the faculty, the principal or any witness to the eligibility committee:

1. Sluffing.

2. Misrepresenting the school (anything that violates the conduct rules as stated in the student handbook).

3. Disrespecting teachers.

4. Causing unnecessary disturbances in the halls and assemblies.

5. Littering within the school and on school grounds.

6. Being tardy when unexcused.

7. Dressing improperly (anything that violates dress standards as stated in the guidelines of the student handbook).

8. Using tobacco, intoxicants or drugs on school grounds.

9. Stealing and disrespecting others' property.

10. Fighting on school grounds.

11. Not attending assemblies or leaving assemblies before being dismissed.

12. Any violation of the Safe School Policy

Section V. Penalties for the Status of Ineligibility for Class and Student Body Officers:

1st offense--nine weeks of non participation

2nd offense--no participation till year-end and removal from office.

ARTICLE VIII (Amendments)

Section I. Amendments or revisions of this constitution may be made by a majority vote of the student body.

Section II. Amendments can be suggested by the student council, student body officers or administration. Amendments can also be brought up to the council for discussion by any student if he has drawn up a petition stating the revision and has acquired a list of 30 names to support it.

AMENDMENTS

Amendment I. (Added to Article VI, Section III). Campaign rules and regulations for student body and class offices:

1. Students do not campaign until primary elections.
2. There will be no "mudslinging" between candidates or parties. Either or both may be declared ineligible.
3. No handbills of the self-adhesive type may be used. (NO STICKERS!)
4. There shall be a limit to size and number of posters or handbills; good judgment should be used in preparing and distributing slogans.
5. There shall be no material enticements such as candy, money, parties, etc. offered by any candidate.
6. Those disregarding the above will be declared ineligible.

Expected Conduct On The Part Of Students Of Roosevelt Junior High School

1. A student is expected to comply with all requests of teachers in regard to assignments of seating, requests for silence, order and other behavior. A student is expected to prepare his/her assignments each day to the best of his/her ability and present the same in the class if so requested.
2. No student will leave the classroom without permission of the teacher.
3. Students are expected to obey all school rules.

School Organizations

Students are encouraged to become involved in school clubs and organizations. Clubs are designed to compliment the curricular offering of the high school and to broaden the education of students. The following is a list of clubs and organizations at RJHS:

<u>Organization</u>	<u>Advisor</u>
Band.....	Mckenna Powell
Orchestra.....	Clayton Johnson
Yearbook.....	Keri Miles
Student Government.....	Keri Miles
FCCLA.....	Jessica Boren
Robotics.....	Beth Sauve
UTTM.....	Janson Cuch

Student Residency

The district of residence of a minor child whose custodial parent or legal guardian resides in Utah is:

1. The school district in which the custodial parent or guardian who has legal custody of the child resides; or
2. The district in which the child resides;
 - a. While in the custody or under the supervision of the Utah state agency;
 - b. While under the supervision of a private or public agency authorized to provide child-placement services by the state of Utah. Those students seeking admission to schools in the Duchesne County School District must provide the following to the superintendent's office:
 1. An official transcript from the school last attended.
 2. A health certificate no more than three months old from a medical doctor which shows immunizations and personal health.

Attendance/Citizenship Policy

Students are expected to be in attendance and punctual. For students to be successful at RJHS, they must be in class on time, on task, and working. Most students do this. For the students who choose not to do this and disrupt others' learning, there are consequences. Below are the consequences for students' inappropriate behaviors.

Tardies

Tardies will be handled in the following manner:

- 1st Tardy: Student is warned and reviews the tardy policy.
- 2nd Tardy: Student phone call to parent.
- 3rd Tardy: Student will be required to serve ONE LUNCH DETENTION and informed that their next tardy will result in a Why Try Lesson.
- 4th Tardy: Parent/Guardian is notified and student is assigned a Why Try lesson.
- 5th Tardy: Parent/Guardian is notified and student is required to serve TWO LUNCH DETENTIONS.
- 6th Tardy: Parent/Guardian is contacted. Student is assigned to Re-focus one half day to make up missing work and receive an additional Why Try lesson.
- 7th Tardy: Administration reviews tardy procedures and assigns student to full day in the Refocus Room.
- 8th Tardy: Student is suspended out of school (OSS) for one school day and is required to attend a reinstatement meeting with administration prior to his/her return to school. During this meeting the student may be placed on an attendance contract.

Random hall sweeps will periodically be made throughout the day. Any student without a hall pass in his/her possession will be considered tardy/truant.

Attendance

I. The following are considered excused absences: (A) Illness (B) Accident or death in the family (C) Health appointment (D) Educational/School activities (E) Parental excuse when needed at home.

II. The following are considered truant: (A) Any time a student leaves home for school and fails to attend without prior notification to school officials. (B) Any time a student leaves school for any reason without prior parent/guardian notification to school officials. (C) Any time a student stays away from school without parental/guardian or school permission.

III. Students who miss school for an excused absence shall make up the assignments of the day or days missed within two (2) school days. If the student misses school for more than three (3) consecutive days, then he/she shall be permitted one (1) additional day of makeup time.

Any student who misses school on a school excused absence (i.e., school sports, school testing, field trips, etc.) shall in no way be penalized. The teacher must allow the student to make up any test or assignments missed. The same time frame for make up work must be met as set in the School Board policy. This includes a bell quiz or any type of participation points. Teachers have the option to give students longer to make up work if they choose, but they must meet the minimums as set in the School Board policy. Students need to make arrangements with teachers before leaving for activity or upon returning to school, or parents may call the attendance office to pick up homework after school by 3:15 p.m.

Unexcused Absences (Truancy)

Unexcused absence or truancy is defined as any time a student is missing a class without permission. A student is also considered truant when he/she is more than 10 minutes late for class.

There will be no warnings issued in the case of unexcused absences. If a student leaves the school grounds for any reason, he/she must be checked out by a parent/guardian in person before the student leaves the school. A student cannot be checked out of school to be in attendance in another part of the school.

(Example: A parent/guardian cannot check a student out of one class to be in another class or at an assembly, etc.)

The following action will be taken as a result of unexcused absences:

The first truancy = 2 LUNCH DTs.

The second truancy = Why Try lesson with the school counselor

The third truancy = 1 day ISS/Refocus with a Why Try Lesson

Additional truancies will result in 1 day OSS for each truancy and a possible court referral.

School administrators shall have the discretion whether or not to refer a student to juvenile court for truancy violations. If, in the opinion of the administrator, there are reasonable special circumstances affecting the student's performance/behavior, the administrator may continue the above procedures and add further

help or counseling as is deemed appropriate by the administrator, before referring matters to juvenile court.

Daytime Curfew

The Roosevelt City Daytime Curfew Ordinance states that it is unlawful for any student under the age of 18, alone or in association with others, to be present in or upon any public areas or restricted dwellings within the city during the hours of 8:30 a.m. and 3:00 p.m. on school days. Although there are exceptions, any person convicted of violating this ordinance is guilty of a Class C Misdemeanor punishable by a minimum fine of \$100 and/or other sanctions. RJHS supports this ordinance, and students violating the Daytime Curfew will be reported to authorities. Students are not permitted to leave at lunch time, unless checked out of school by a parent/guardian. Students are not allowed to order take out food for delivery to the school.

Educational Neglect

Utah Code Ann. 53A-11-101.5 authorizes the building administrator to issue a **Notice of Compulsory Education Violation** to a parent/guardian for a student who is at least six (6) years old but under the age of fourteen (14), if the student is absent without a valid excuse at least five (5) times during the year.

Student Transfer Policy

Students may transfer only one time from any district school to another during a school year. More than one transfer request per student will need approval from each school principal and the board of education. If a student elects to transfer from a school and wishes to re-enroll in the school, the student will be asked to wait a total of 18 weeks prior to being allowed to re-enroll in the school they exited.

Non-Discrimination

It is the policy of Duchesne County School District not to discriminate on the basis of race, color, national origin, language, sex, or disability in any educational program or activity. In compliance with the Americans with Disabilities Act, individuals needing special accommodations should notify the school at least three working days prior to participating in school activities.

Sexual Harassment Policy

Duchesne School District has zero tolerance for any form of sexual harassment in the schools. Action will be taken against any employee or student who engages in unlawful sexual harassment.

*Sexual harassment is defined as "unwanted conduct or communication of a sexual nature that adversely affects a person's educational opportunities, relationships, or environment."

*Sexual harassment may include sex role stereotyping, visual or verbal gender abuse, or any visual or verbal expressions about an individual which are sexual in nature, improper touching, or any unwelcome sexual behavior.

*Students who feel they have been sexually harassed by an adult or a student should report the harassment to an adult who will help file a written complaint with the school principal.

Title IX

Any Title IX incidents will be reported to Philip Bertoch at pbertoch@dcsd.org.

Student Behavior Policy

Any behavior problems, including profanity, will be referred to the office. Non-Severe: Running, unprepared, talking out of turn, throwing food, lewd, vulgar or disruptive language, others as designated. Repeated “non-severe” behavior may lead to advancement to the “severe” behavior category steps.

1. Warning/Remedy the behavior if possible
2. 2 Lunch DT
3. Counselor Why Try Specific Lesson
4. 4 Lunch DT
5. 1 day ISS/Refocus
6. 1 day OSS
7. 1 day OSS repeats each time

Severe: Weapons at school, fighting, inciting and/or videoing a fight, excessive physicality (pushing/bumping), bullying, sexual harassment, severe defiance to authority, disregard/destruction of property, drugs, alcohol, tobacco, others as designated.

1. OSS up to 5 days
2. OSS up to 10 days (Possible Safe School Hearing)
3. OSS up to 10 days (Safe School Hearing)

Behavior Referral Process

Students who engage in behavior that causes a significant disruption to the learning environment will be subject to a behavior referral process. Students must abide by all school rules and must be aware that specific consequences will be applied when they engage in detrimental behavior.

Behavior Referrals may include the following:

ALCOHOL, TOBACCO, VAPING

Use or possession of alcoholic beverages, tobacco, or vaping products is an automatic one-day suspension and 4 days of suspension held in abeyance, dismissed upon successful END class completion, and a referral to juvenile court. Any additional offense will be a ten-day suspension, referral to juvenile court and possible release from school.

DRUGS & CONTROLLED SUBSTANCES

Use or possession of controlled substances, psycho-toxic chemicals or over the counter medication is an automatic referral to juvenile court. In addition, the student will be referred to the Duchesne County School District Safe School Committee for determination of future status of the student.

BEHAVIOR

Spitting, throwing objects, or dropping anything from the upper levels (stairwells, track, auditorium balcony, etc.) is considered an assault and/or harassment. Offenses will result in suspension and possible court referral.

HARASSMENT & BULLYING

Any student who engages in bullying or harassment of another student may be suspended for their actions and required to fill out a bullying contract depending on the severity of the offense. These offenses include but are not limited to cyber bullying, name-calling, and threatening notes. Any student who believes they have been the victim of bullying should ask the bully to stop and then report the incident immediately to a teacher, counselor, or administrator.

FIGHTING & ASSAULTS

Fighting will not be tolerated. All fights will be investigated by the police and court referrals will be made when possible. The first offense will result in a minimum of two days to a maximum of five days out-of-school suspension (OSS). The second offense will result in a ten-day OSS and a referral to court and possible referral to the DCSD hearing office. The third offense will result in automatic referral to the Duchesne County School District Safe School Committee for determination of future status of the student.

In the case of assaults, the following policies will be enforced: the first offense—ten days OSS and court referral. The second offense—OSS and automatic referral to the Duchesne County School District Safe School Committee for determination of future status.

Any student who helps to promote a fight by encouraging it, videoing it, or in any way helps to incite the fight will be suspended for 5 days and will receive a court referral.

NOTE: At the discretion of the administration, policies concerning attendance, tardies, citizenship, and student behavior may be changed. These modifications will be expressed in the Student Behavior Contract. Current policies of the student contract will supersede those of the student handbook.

DUCHESNE DISTRICT SAFE SCHOOLS POLICY

Safe Schools

This policy is adopted by the Board of Education of Duchesne School District 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, parents and 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, and to show respect for others and to obey persons in authority at the schools.

Delegation of Authority

Students should be aware that certain behavior, outlined herein and in other policies of the district, is unacceptable and will result in disciplinary action. The superintendent and his designees will enforce district policies with the aim to assist students and their parents or guardians in understanding that unacceptable behavior will not be tolerated and will be dealt with in accordance with the Board's disciplinary policies.

The Board hereby delegates its authority to expel/suspend students for up to 10 days to principals and vice principals in each school in the District. (In addition, the Board authorizes hearing officers to conduct informal hearings.)

Publication of Safe Schools Policy

A copy of this policy shall be given to each student in school in the district once each school year. Each student transferring to a school in the district who was not attending a school in the district just prior to the transfer shall receive a copy of this policy.

A copy of this policy shall be posted in each school in the district. Any significant change in this policy shall be posted in each school in the district.

Conduct Resulting in Suspension/Expulsion

A student may be suspended/expelled from school for participation in any of the following prohibited conduct 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 district employee:

1. Continued willful disobedience or open/persistent defiance of proper authority.
2. Willful destruction or defacing of school property.
3. Behavior, threatened behavior, or intimidation, 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.
4. Behavior which unreasonably disrupts or interferes with the educational process for other students.
5. Sells, gives, delivers, transfers, possesses, controls, uses or distributes alcoholic beverages, tobacco products, vaping products, controlled substances, psycho-toxic chemicals or over the counter medication within 1000 feet of school property or any school-sponsored event.

6. Is under the influence of alcoholic beverages, controlled substances, psycho-toxic chemicals or has intentionally misused over the counter medication within 1000 feet of school property or any school-sponsored event.

Mandatory Suspension/Expulsion

Students shall be suspended/expelled from school for participation in any of the following prohibited conduct when it occurs in a school building, in or on school property, or within 1000 feet of school property or within 1000 feet of and in conjunction with any school-sponsored activity, or when it occurs in the presence of or is directed at or against another student or district employee:

1. Possession of a weapon, explosive, or flammable material.
2. The actual or threatened use of a look-alike weapon with intent to intimidate another person or to disrupt normal school activities within 1000 ft. of school grounds.
3. The sale, control, delivery or transfer or distribution of a drug or controlled substance as defined in UCA 58-37b-2.
4. The sale, control, or distribution, delivery or transfer of imitation controlled substance as defined in UCA 58-37b-2.
5. The sale control or distribution of drug paraphernalia as defined in UCA 58-37a-3.
6. Commission of an act involving the use of force or the threatened use of force which, if committed by an adult would be a felony or class A misdemeanor.
7. Assaults a teacher or other individual. A student who commits an assault will be suspended until the next regularly scheduled school board meeting.

Habitually Disruptive Behavior

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

1. 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 five times during a school year and whose behavior was initiated, willfully and overtly, and required the attention of school employees to deal with the disruption.
2. When a student receives his first office referral, the following steps will be followed:
 - 1st Referral- 2 days lunch d.t./packet
 - 2nd Referral- 4 days lunch d.t./packet
 - 3rd Referral- 2 days Refocus or OSS
 - 4th Referral- 4 days Refocus or OSS
 - 5th Referral- Student will be suspended, cited by RPD for being habitually disruptive, and a safe schools hearing will be scheduled and held by Admin and DCSD Student Services Director.

Behaviors Resulting In Suspension/Expulsion

In an effort to provide help/services as well as identify students as possible severe behavioral candidates, and in addition to the current policies, a plan of behavior identification, safety, and security has been established. For detailed descriptions of listed categories below, refer to school student handbook.

Behaviors Displayed

Weapons at School (gun, knife)

Fighting

Bullying

Sexual Harassment

Severe Defiance to Authority

Disregard for Property

Drugs, Alcohol, Tobacco, Vaping

Weapons at school is a safe school violation with automatic safe school hearing required.

Any combination of two above categories = Level One

A total count or combination of three instances from above categories = Level Two

A total count or combination of five above categories = Level Three

Level One Status: Student will be suspended for at least 2 days, referred to local police and wellness check to be conducted by police. Access to guns discussed with parents. Upon return to school, the student will be required to complete a customized Character Ed curriculum with a school counselor.

Level Two Status: Student will be suspended for at least 5 days with a mandatory safe school hearing to determine if he/she can continue attending school. A second wellness check by police, including a check for access to guns, to be conducted. Character Ed curriculum (customized to meet displayed behavior) to be implemented with recommended referral to school counseling services.

Level Three Status: Student will be identified as a “danger to safety of self/others.” This student will be suspended indefinitely pending a safe schools hearing with the district officer. Student will not be allowed to attend district schools or activities, but may continue through online services/intervention, etc., under district guidance. A wellness check will be conducted by police.

Extra consideration may be given if any of the following self-harming behaviors are displayed.

- Suicide Ideation, Threats of Suicide
- Cutting
- Acting in Unsafe Ways
- Depression

Incidents involving students with an IEP will be reviewed on an individual basis.

Field Trip Eligibility

In order for a student to maintain eligibility for out-of-district field trips, a student shall not receive any suspensions. The 8th grade Lagoon Trip will require no “F’s” and no suspensions the entire year to qualify for participation.

Student Dress Policy

Appearance and dress generally affect the behavior of students attending school; therefore, to create the best learning situation possible for all individuals concerned, the following is established district policy:

1. The attire and grooming of students should always be neat and clean. All shirts, blouses or dresses must have a sleeve and must cover the entire shoulder, as well as the entire midsection. No attire or accessories with writing or pictures depicting or promoting controlled substances or violence shall be worn to school or school-sponsored activities; nor shall attire with vulgar expressions or obscene pictures be permitted on tee shirts. Wallet chains are not allowed. Shoes are to be worn while in school and on the school campus. Length of shorts must extend past the student's finger-tip length while standing. Pants, shorts, skirts, dresses, must not allow skin to show within these parameters. Layered clothing or patches may be used to meet these requirements. Proper athletic wear should be worn in physical education classes. Any exception deemed necessary for special school events, activities, or weather conditions will be determined and announced by the principal.
2. Hair must be styled so that it is neat, clean (to protect health), and well-groomed. A small amount of bright or unnatural colors in the hair will be allowed as long as it is not excessive, as determined by administration. It must be styled so that it does not interfere with the student’s vision or create a situation that detracts from the educational process.
3. Beards and/or mustaches must be kept neatly trimmed.
4. No hats or caps are allowed on campus by students during the school day.
5. Piercings are to abide by the district policy - no tongue, lip, and/or body piercing ornamentation is permitted as outlined (refer to DCSD policy). Piercings are allowed to the ears only, according to district policy.
6. PE Uniforms are required for all 7th and 8th grade students.

Campus Officer

There will be a police officer patrolling the Roosevelt Junior High School campus. The officer’s duties are to investigate all incidents where the civil laws have been violated. The violations could include: fighting, assaults, use of prohibited substances and materials, traffic, etc. The officer’s work on campus is in partnership with the Roosevelt City Police Department, Roosevelt Junior High School, Duchesne County School Board, and their efforts are coordinated with the Duchesne and Uintah County Sheriff Departments.

The officer may occasionally be a class visitor. The officer is occasionally called upon to be a guest in classes to help in class discussions that may be centered around questions of law. The officer is here to be of service to the student and staff of the school. Please feel free to approach the officer with questions; most requests for assistance should be channeled through the administration of the school.

Students with Disabilities

A student with disabilities may be expelled for engaging in conduct that would warrant such action for a student without a disability only if the IEP Team shall base its decision on currently effective evaluation and assessment data and on review of the current IEP documentation rather than on established eligibility or previous committee decisions. The committee shall consider whether the student's behavior indicates the need for new assessment or evaluation data. Unless the parents agree otherwise, the student must be returned to his current placement after ten days while additional assessments are being conducted.

The IEP team shall determine the instructional and related services to be provided during the time of expulsion. The student's IEP shall include goals and objectives designed to assist in returning the student to school and preventing significant regression.

Suspension/Expulsion of Students with Disabilities

Students with a disability as defined under the Individuals with Disabilities and Education Act, or under 504 of the Rehabilitation Act of 1973 must be given special considerations. Expulsion of a student for misbehavior that is related to their disability may constitute discrimination.

1. Short-term suspension. The school district may suspend students with a disability from school for a period not to exceed ten official school days if it is determined that:
 - a. Maintaining the student in a current placement is substantially likely to result in injury to self or to other persons; or
 - b. The student has engaged in conduct which would otherwise warrant suspension or removal for a student who is not disabled.

Special Note: The maximum number of ten days suspension is considered on a cumulative basis, within one school year. The number of days should be only as many as are necessary in the specific case. Other options should be considered before using out-of-school suspension with any student with a disability. Any suspension should consider the least restrictive environment.

2. Long-term suspension. Any expulsion/suspension of a disabled student for more than ten days, constitutes a change in placement. Prior to a change-in-placement, parents or the student must be notified of the proposed change and the IEP team must first determine whether the alleged behavior is related to a disability. If the parent contests the proposed change, notice of due process rights must be given to the parent or guardian and the student must "stay put" in the present educational environment unless the parent or guardian agrees otherwise, pending resolution of the hearing.

Visitors

Parents, guardians, grandparents and other persons interested in the education of our children are encouraged to visit the school. Visitors are required to check in with the office and wear a visitor's badge. The administration reserves the right to refuse school visits at times that may alter the effectiveness of instruction. Students from other areas will not be allowed to visit Roosevelt Junior High School during class hours.

Hall Pass

Students are expected to be in class during class time. Special situations may arise which require a student to leave the classroom. Students must obtain permission and a hall pass from the teacher to be excused from class. If a student is caught in the hall without a pass, he/she may be considered truant. Hall passes are used at the teacher's discretion. Student aides must also use a hall pass when assisting a teacher.

PowerSchool

Students should be responsible for keeping track of their own progress in each class. This can be done by accessing grades via the internet at:

<http://dcsd.powerschool.com/public>

Students are encouraged to do the following:

1. Check in the attendance office and get a confidential student ID number and student code.

2. If students have questions concerning grades, they may contact the teacher by email or simply set up a conference with the teacher.

EXTRA-CURRICULAR ACTIVITY POLICY

Extra-curricular activities are an important part of RJHS. Students must understand that it is a privilege to represent the school in these activities. In order for students to participate in the extra-curricular activities, they must adhere to the following rules:

Grades

Students must have a 2.0 GPA with no F's from the previous quarter. Summer school make-up classes will be accepted for the fall quarter. Spring quarter and or summer school remediation grades will be accepted for fall competition.

Citizenship

Any student with detention hours will not be permitted to participate in school activities until the detention hours are made up. Time will be given to make the hours up, but it is the student's responsibility to complete this. Any student who is truant from a class will not be allowed to participate until the truancy is made up.

Bus Rules

Transportation by bus is a qualified right, dependent on the good behavior of the student. Misbehavior on the bus will result in parent notification and may result in suspension or termination of the student's right to ride. All students must ride the bus home from the activity unless they are released by the chaperone to ride with their parents. Any other travel arrangements must have prior approval by a school administrator. This is to protect the child, the parents, and the school from legal problems in the case of an accident.

Students must ride the bus to school-sponsored games/activities. Students must ride the bus home from the game/activity unless the coach/advisor releases them to ride with their parents. Any other travel arrangements must have prior written approval (with signatures) by a parent/guardian and school administrator. It is the responsibility of the student or parent/guardian to deliver the written approval to the coach/advisor before the coach/advisor releases the student. See printable form on school website.

Class Assignments/Homework

Assignments, practice, and homework are a valuable part of learning. The amount of practice/homework will vary according to the subject. Teachers will provide an opportunity for a student to make up assignments missed as a result of an illness or other excused absence.

Please do not request homework for students who are absent less than two consecutive days. Requests for makeup work for students who have been absent two or more consecutive days may be made by leaving a message with the attendance office. Assignments may be picked up the following school day after 3:00 pm.

As per district policy, students are to make up assignments within two (2) school days after an excused absence. If the student misses school for more than three (3) consecutive days then he/she shall be permitted one (1) additional day of makeup time for each school day regardless of the number of days absent.

Standards-Based Grading

Student grades will reflect mastery of prioritized standards. Results from assessments will determine student grade levels according to district grade scale.

Emergency Evacuation

All people in the building must respond to all Emergency Alarm signals. Leave the building immediately. Teaching staff will inform students of primary and secondary routes from the rooms. Students will meet in a designated place a safe distance from the building. Teachers will account for students. Students not with a teacher when the alarm rings will exit the building at the nearest exit door and report to their designated class position or the nearest teacher.

Fees

There is a \$75.00 non-refundable activity and rental fee (for locker, P.E. equipment, activities, assemblies, textbooks, etc.). Some elective classes may require the purchase of materials and may also be subject to an additional fee.

Guidance

A guidance counselor is available to assist students with course selections and individual problems which may impede the learning process. Students may arrange an appointment when academic or personal problems arise. SEOP/CCR (Student Education Occupation Plan/College Career Readiness) appointments will be held at least twice during the school year to promote goals and academic progress. Parents and students are invited to participate jointly in this process.

Lockers

Lockers are the property of the school, loaned to students for their convenience. They are subject to inspection at any time, and thus should be treated with respect and kept clean and appropriate at all times. Inappropriate posters, pictures, or sayings are not permitted in lockers. Students are responsible for the locker issued at registration and sharing combinations is highly discouraged, you are responsible for the locker issued to you at the beginning of the year. Combinations will not be changed, and personal items lost, stolen, or damaged as a result of shared combinations are at the risk of the student. Lockers are to be left clean at the end of the school year. (Fines will be assessed for locker damage.)

Medicine at School

Utah Law dictates that school personnel may administer medications under the following conditions:

1. Parent or legal guardian provides a current written and signed request that medication be administered to the student during school hours; and
2. The "Authorization to Administer Prescribed Medication" form, filled out by the student's physician, is on file in the school office.

Non-Discrimination

It is the policy of Duchesne County School District not to discriminate on the basis of race, color, national origin, language, sex, or disability in any educational program or activity. In compliance with the Americans with Disabilities Act, individuals needing special accommodations should notify the school at least three working days prior to participating in school activities.

Outside Activities - Inclement Weather

Students are expected to participate in outdoor activities but not during periods of severe inclement weather. Students with health problems or students recuperating from illness may be excused from outdoor activities by a parent/guardian making arrangements with the teacher.

Personal Property

The school is not responsible for any personal property which is lost, stolen, or vandalized or which may have been entrusted for storage or safekeeping by school personnel. There is no provision which allows payment for any personal item taken from the school. Personal items which distract from the educational atmosphere may be confiscated by school personnel. Skateboards, roller skates/rollerblades, scooters, and/or electronic devices such as gaming units are not to be brought to school. If they are brought to school, they will be confiscated and not returned until the end of the school year.

Phone Use

A phone is available for student use in the main office. Use of school office phones by students for calling parents because of illness is an acceptable reason to use the school phone; forgotten homework, money, permission slips are not. Requests for phone use should be restricted to class breaks, lunch periods, and before or after school.

Electronic Devices

The policy of RJHS is that CELL PHONES/IPODS/IPADS/MP3 PLAYERS are only to be used before and after school, between classes and during lunch break. These devices must be TURNED OFF AND PUT AWAY during instructional time. Any electronic device seen or heard during instructional time will be confiscated unless the device is deemed necessary for instruction by the teacher.

First Offense: Device will be confiscated until the end of the day.

Second Offense: Parent must come to the school to regain possession.

Third Offense: Parent must come to the school and pay a \$5 fine.

Fourth Offense: Parents must pay a \$10 fine.

Additional Offense: The device may be confiscated until the end of the year.

Earphones or other listening devices will not be allowed to be worn or be in one's possession during class time, unless given permission by the teacher. Students will not be allowed to use electronic devices during class time, unless given permission by the teacher. The listed item detracts from the education effort of the student having them, as well as distracting others in the classes. Items used in class without permission will be taken, and parents may pick them up. (See Electronic Devices). No laser lights will be allowed.

Any social media posts that infringe upon the rights of others, school safety, or interfere with the ability of the school to deliver its educational services and processes will be dealt with according to school discipline policy.

Reporting Pupil Progress

Report cards are issued at the end of each quarter. Parents are notified at midterm of student progress, or more frequently if in danger of failing a class.

Parent/Teacher/Student Education Occupation Plan conferences are scheduled twice during the school year. Teachers or parents/guardians may request other conferences as needed. Progress reports are also available through PowerSchool.

Rewards and Recognition

Honor Roll Activity—3.5 or higher grade point average.

Field Trips—Students who have been suspended are not eligible to attend.

Monthly activities—Student activities and clubs are available.

Schedule Changes

Scheduling issues shall be conducted through the counselor(s) and office staff. Extensive planning to develop the master schedule restricts changes for reasons other than academic requirements. Requests must be made in writing and must have the approval of the administration, parents, school counselor, and teachers involved. Changes are made during the first week of each quarter. See “Class Change Policy” below.

Student Services

Activities to promote healthy life choices (drug-free), new student orientation, peer leadership teams, peer tutoring, ESL advisor, and UTTM advisor, work together for the success of every student at Roosevelt Junior High. Students are encouraged to become active in groups, student government, and extracurricular activities.

Textbooks

Students are responsible for all textbooks, planners, electronic devices, and library materials issued to them. Satisfactory settlement will be required for lost or damaged items.

Time at School

School begins at 8:10 a.m. and ends at 2:50 p.m. Students are expected to leave immediately to ride the bus, walk, or be picked up by car. Students may be at

school earlier or later than regular school hours if they are attending an approved supervised activity. Special arrangements for alternate times should be arranged. Unsupervised students will be asked to vacate the grounds. Staff hours are from 7:50- 3:20. Teachers will be available for tutoring during that time. School staff will be at their stations during this time. If appointments outside of this time are needed they can be set by direct communication with the teacher/advisor.

Tutoring

Assistance is available for students on a request or referral basis. Peer tutors, adult mentor advisors, and volunteers will be scheduled to promote a “no-fail” policy. Parents requesting tutoring services may be asked to participate in report monitoring.

Roosevelt Junior High Remediation

As per recent legislation requiring all students to achieve mastery in core subjects as defined by the Utah State Office of Education, the following is required for advancing Roosevelt Junior High students to the next grade:

- Each student will acquire credit in core subjects of English, math, science, and history.
- Credits will be assessed through PASSING grades on a quarter-to-quarter basis.
- Remediation for failed credits may be offered through an after school program, Edgenuity, or similar program(s). Fees will be assessed on an individual basis.

All remediation will be conducted in adherence to Duchesne County School District’s policies, including the use of accredited staff, expectations of appropriate student conduct, and following discipline procedures and guidelines.

Class Change Policy

1. Parents must schedule a meeting with the teacher to discuss a plan of implementation. This includes discussion relating to the student’s needs, classroom behavior and academic performance expectations, as well as appropriate recommendations for success.
2. The teacher, parent, and student must determine an appropriate amount of time (allow at least 2 weeks).
3. If a class change is still requested after the in-class plan has been implemented, the parent must schedule an appointment with an administrator to request the change.
4. Please bring a completed form with you to the meeting.
5. Teachers will be notified of schedule changes.

Credit Requirements Offered

Subject Area	Credits
English	3.0
Social Studies (1.0 U.S. Studies, .5 Utah Studies)	1.5
Math	3.0
Science	3.0
Fine Arts	1.0
Physical Education & Health	1.0
College Career Readiness (CCA)	1.0
Electives	5.0

Only transfer credits from other accredited schools will be accepted.

Duchesne School District/Utah Education Network

Student Use Guidelines

1. The primary purpose of the UtahLink in the school district is for the use of the public school professional staff and secondary student access. The use of an individual student account is considered to be a privilege and is permitted to the extent that available resources allow.

2. Students may be granted an account for up to one academic year at a time provided they read and agree to follow guidelines of the District.
3. Students may not maintain accounts upon graduation.
4. Generally, students are not permitted to enter professional UtahLink or discussion groups.
5. All accounts issued must be approved by the school district.
6. Misuse of the network will result in suspension or termination of network privileges.
7. The above-mentioned use is subject to revision by the district and/or USOE.

Academic Grading - Each student will receive a disclosure statement from each teacher. The disclosure statement will provide detailed information on the individual teacher's evaluation criteria, expectations and general policies. Students and parents should read each disclosure statement carefully to ensure understanding of the teacher's policies.

Assemblies - Students will report to the auditorium by class. All students must remain seated with their class throughout the assembly. Students will be orderly and quiet. Students will be removed from the assembly or the assembly may be canceled if the audience fails to be respectful. Students are to remain seated until dismissed.

Bikes/Scooters/Skateboards - Bikes, scooters, and skateboards must be parked in the bike rack on the south side of the school. They should be secured with a lock. The school is not responsible for any theft or damage to these items on the school property.

Cafeteria - Students may purchase a hot lunch from the main course line, purchase individual items from the a la carte line (cash only). Students may also choose to bring a sack lunch from home. Food from any source needs to be consumed in the cafeteria and may NOT be taken into other parts of the building. Please observe the rules:

1. *Always clean up after yourself.*
2. *No crowding or cutting in line.*
3. *Do not throw anything.*

IMPORTANT DATES 2021-2022

August 23	Tues	Back To School/Meet Your Teacher Night
August 24	Wed	School Begins
September 5	Mon	Labor Day (No School)
October 13-14	Thurs, Fri	FALL BREAK (No School)
October 28	Fri	Training Day (No School)
October 28	Fri	End of Term 1
November 23-25	Wed - Fri	Thanksgiving Holiday (No School)
December 22- January 2		Christmas Break (No School)
January 3	Tues	School resumes
January 13	Fri	End of Term 2

January 16	Mon	Martin Luther King Day (No School)
January 17	Tues	Training Day (No School)
February 20	Mon	President's Day (No School)
March 24	Fri	End of Term 3 (Training Day)
April 3- April 7	Mon-Fri	Spring Break (No School)
May 26	Fri	Last Day of School

END-OF-YEAR TESTING WILL TAKE PLACE IN THE SPRING.

VISIT [POWERSCHOOL.DCSD.COM.org/bulletin/404](https://powerschool.dcsd.com.org/bulletin/404) for daily updates and current information on activities and events for RJHS.

VISIT <https://duchesne.instructure.com/login/canvas> for individual class updates and assignments.

VISIT THE RJHS FACEBOOK PAGE AT [Roosevelt Junior High School/dcsd](https://www.facebook.com/RooseveltJuniorHighSchool/dcsd) for school related news, and RJHS-related activities.

Parent Teacher Conferences

Back to School/Meet Your teacher—August 23	5:30-7:30
Quarter 1—September 21	3:30-7:30
Quarter 2—November 16	3:30-7:30
Quarter 3—February 15	3:30-7:30
Quarter 4—April 19	3:30-5:30
RJHS Night of Excellence	April 2023

Faculty/Staff Listing

Administration		Counseling		Teaching Specialists	
Scott Forsyth	Principal		Malory Burdick		
Sheena White	Vice Principal		Steven Welsh		Lois Miller
Aubrey Yack	Vice Principal				Laura Burham
					Christy Peterson
					Rose Miller
Teaching Staff	Position	Teaching Staff	Position		
Ryan Abplanalp	Digital Literacy/Python		Britney Hawley	SPED	
Katie Allen	6th ELA		Mike Hurley	PE/Health	
Christina Hurley	7th ELA		Stephanie Johnson	SPED	
Kale Cloward	6th ELA		Erin Johnson	7th/8th ELA	
Jansen Cuch	UTTM			6th ELA/Electives	
LoaKay Bowthorpe	PE/Health		Arlene Southam	6th Math	Office Staff
Madison Mosier	6th ELA/Electives		Jeff Mathews	8th ELA	Tracie Allen
Jessica Boren	CCA/FACS		Kerri Miles	6th ELA	Andrea Nielson
Stefanie Mecham	CCA/Business		Bart Miller	Tech Ed	Dana Nelson
Brett Cramer	PE		Niki Monson	Choir	
Kelsie Day	6th Math		McKenna Powell	Band	Custodial Staff
Steven Ferguson	6th Science		Cassidee Gordon	Art	Kim Ross
Kyle Garcia	7th Math			7th ELA	Katie Calvert
Naomi Gingell	7th/8th ELA		Clayton Johnson	Orchestra	Meloney Nelson
Steve Gingell	8th Science			6th Math/Science	
Edwin Goodrich	8th Math		Ashley Tomaino	6th ELA	
Nicolas Smith	SPED		Aaron Zakimi	SPED	Lunch Staff
Eric Gubler	7th/8th Math		Elizabeth Sauve	7th Math	Jennifer Denniston
	SPED		Laurel Seymour	6th Science	Chelsea Farr
Diana Hanke	Media		Tamara Sleight	PE	Lon-tee-on LaRose
Greg Hansen	Social Studies		Tonia Smoot	8th Math	Darlene Perkins
Jalene Harding	8th Science		Joseph Runs Through	6th Math	Claudia Uribe

	6th Science/Electives			Social Studies			
Kyle Niebergall	7th Science		Delaney Reary	7th Science			