

UHS
Student Handbook 2021/22



"Ambition Never Rests"

Union High School

Home of the Cougars

850 East Lagoon Street

Roosevelt, UT 84066

Phone: 435-725-4525

FAX: 725-4576

Union High School's Motto "Ambition Never Rests"

Mission Statement:


Union High School will provide a safe and caring environment, meaningful educational opportunities and innovative experiences, and challenges for everyone to invest in learning throughout life through diverse partnerships of students, staff, families, and the community.

Vision Statement:

Union High School is an institution of excellence providing rigor, relevance, relationships, responsibility, and results in developing independent, healthy, productive adults.

Core Values:

UNION HIGH CORE VALUES				
	Classrooms	Public Areas	Parking Lot/ Busses	School Activities
T rust <i>Trust the Process</i>	<ul style="list-style-type: none"> • Yourself • Adults • School Policies • Curriculum • Lead Like a Cougar 	<ul style="list-style-type: none"> • Follow Directions • Abide by School Rules • Protect the Campus 	<ul style="list-style-type: none"> • Follow Directions • Respect Property/People • Use Appropriate Language (no swearing, racial/ethnic slurs) 	<ul style="list-style-type: none"> • Be Respectfully Rowdy (Respect property/people) • Use Appropriate Language • Have Fun!
R espect <i>Respect is First Given and Then Earned</i>	<ul style="list-style-type: none"> • Be on Time • Be Prepared • Be on Task • Be Responsible for Own Actions 	<ul style="list-style-type: none"> • Clean up After Yourself • Respect Property/People • Use Appropriate Language (no swearing, racial/ethnic slurs) 	<ul style="list-style-type: none"> • Obey Laws & Safety Rules • Park in Designated Areas • Place Trash in Bins • Be on Time for Departure • Lead Like a Cougar 	<ul style="list-style-type: none"> • Follow Policies for All on, or Off Campus Activities • Respect Property/People • Use Appropriate Language • Show Good Sportsmanship
U nity <i>To Be One and Work Together to Achieve a Common Goal</i>	<ul style="list-style-type: none"> • Be a Friend • Be Helpful • Listen to Teachers • Manage Your Time 	<ul style="list-style-type: none"> • Use Positive Language • Manage Your Time • Help Others You See in Need • Lead Like a Cougar 	<ul style="list-style-type: none"> • Follow Directions & Safety Guidelines • Use Caution when Entering or Exiting Parking Lots 	<ul style="list-style-type: none"> • Follow Rules of Event • Carry on Traditions from Those Who Came Before • Support All Events by Attending • Have Fun!
S ervice <i>Serve Your Family, Friends, Peers, Community, and Self</i>	<ul style="list-style-type: none"> • Be Helpful • Be Subjective • Be Creative • Be Positive • Lead and Be Led 	<ul style="list-style-type: none"> • Represent Your Family • Represent School Staff • Represent Peers in a Positive Way • Protect the Campus 	<ul style="list-style-type: none"> • Respect Property of Others • See Something Say Something • Place Trash in Bins 	<ul style="list-style-type: none"> • Cheer Loud, Cheer Proud • Show Passion and Ambition for UHS • Show Gratitude for Sponsors
T eamwork <i>Be Together in Action, Attitude, and Accomplishments</i>	<ul style="list-style-type: none"> • Be an Active Participant • Be Physically Present • Possess a Passionate Drive for Greatness • Challenge Yourself 	<ul style="list-style-type: none"> • Welcome Everyone • Include Others • Smile and Use Eye Contact • Remember Your Actions are on Display for All to See 	<ul style="list-style-type: none"> • Make UHS a Positive Place • Drive Safely • Pick up Trash • Listen to Bus Drivers 	<ul style="list-style-type: none"> • Get Involved • Take the Initiative • Lead Like a Cougar • Have Fun!

How We 

HELP LINES - Students or parents that are needing any crisis intervention may download the Safe UT App at the following website or call any of the hotlines listed.

UHS has administrators, counselors and a campus officer available during regular school hours.

Safe UT -<https://safeut.med.utah.edu/> -The SafeUT Crisis Chat and Tip Line is a statewide service that provides real-time crisis intervention to youth through live chat right from their smartphone. This service is staffed by licensed clinicians 24/7 providing supportive or crisis counseling, suicide prevention, and referral services.

Suicide Prevention Hotline- When you or someone else is having thoughts of suicide call- 24/7 availability- 1-800- 273-8255

Northeastern Counseling - 1-435-725-6300

In case of emergencies call - 911

COVID- 19 Information Please Contact Tri County Health Department - <https://tricountyhealth.com/> or 1(435)722-6300

**Union High School
2021-2022 Bell Schedule
5x5 a/b Schedule**

Monday – Thursday	
1 st Hour	8:00-9:05
2 nd Hour	9:10-10:15
3 rd Hour	10:20-11:25
GOLDEN HOUR/LUNCH	11:30-12:30
4 th Hour	12:35-1:40
5 th Hour	1:45-2:50
Friday	
1 st Hour	8:00-8:50
2 nd Hour	8:55-9:45
3 rd Hour	9:50-10:40
4 th Hour	10:45-11:35
5 th Hour	11:40-12:30
LUNCH	12:35-1:05
USU Monday - Thursday (No classes on Friday)	
Session 1	8:00-8:55
Session 2	9:20-10:15
Session 3	10:35-11:30
Session 4	11:50-12:45
Session 5	1:35-2:30

Welcome to Union High School

Cougar Fight Song

Onward with Union cheering,
Onward with Union singing,
Onward with Union 'til our goal is won!
Fight! Fight! Fight!
We'll always love you dearly,
Loyal we ever will be,
In loss or victory, it's good ol' Union High!

Administration, Faculty, and Staff

Administration

David Green.....Principal/Adult Ed. Director
Jesse Fieldsted.....Vice Principal/Athletic Director
Nichol Alldredge.....Vice Principal
Clint RobinsonResource Officer

Counselors

Evah Taylor.....Counselor
David Price.....Counselor
Jenny Davis.....Counselor
Mandy MathewsCounselor

Teachers

Barson, Brice.....Instrumental Music/Band
Barrett, Kristina.....Special Education
Beaver, Amber.....English
Brotherson, Rieley.....Science
Busdicker, Justin.....Social Studies
Clayburn, Bailey.....English
Corun, Carlina.....Science
Curry, Eveningstar.....JOM
Davis, Robert.....English, Broadcasting

Duncan, Sheree.....	Special Education
Thule, Adam.....	Personal Finance/Edgenuity
Freston, Jim.....	Agricultural Science
Schenk, Zack.....	English
Garcia, Sarah.....	Dance
Garner, Amelia.....	Special Education
Gilpin, Dillon.....	CTE
Goodrich, Bill.....	Library/Media
Hanke, Jeff.....	Social Studies, Weight Training
Hinkley, Ryan.....	Math
Hugie, William.....	Science
Hunsaker, Regan.....	Spanish
Keel, Amanda.....	Science
Labrum, Danielle.....	Business Education
Labrum, Matt.....	PE, Weight Training
Lemon, Jaime.....	Adult Ed, ISS facilitator
Mailoto, Analaine.....	PE/Health
Meacham, Hadley.....	CAPS/Student Support
Morris, Keith.....	Geography
Mosiar, Brock.....	English
Moynier, Joe.....	Special Education
Nadeau, Rosemary.....	Math
Nelson, Angela.....	Math
North, Mike.....	CAPS/Student Support
Palmer, Mindy.....	Drama
Percival, Charles.....	Special Ed.
Reid, Cheyenne.....	CTE/ Agricultural Science
Richardson, Michelle.....	Math
Richens, John.....	Project Lead the Way, CTE
Robinson, Clint.....	Law Enforcement
Sampson, Elizabeth.....	Art
Smith, Heather.....	Math
Spanaule, Aimee.....	English
Spanaule, Travis.....	Art
Taylor, KassieAnn.....	Art
Thayne, Shelby.....	History/ Spanish
Thayne, Jessica.....	English

Winterton, Steve.....CTE
 Wise, Levi.....Math
 Wood, Shelly.....Home Economics
 Zipf, Atlee.....Math

Administrative Assistants

Debby Arnold.....Receptionist/Attendance
 Jennifer Sessions.....Attendance
 Deborah Hackford.....Finance
 Bonnie Ross.....Student Records

Teaching Specialists

Raquel Labrum	John Jorgensen	Eveningstar Curry
Crystal Burnham	Terry Avila	Barbara Barney
Jennifer Horrocks	Samantha Horrocks	Brooke Boger

Building Maintenance

Linda Duncan	Chris Alred	Greg Robbins
Rebecca Glines	Kelly Heaton	Kristin Ivie

Phone Numbers	
Front Office.....	725-4525
Attendance.....	725-4529
Counseling and Records.....	725-4534
Finance Office.....	725-4530

Student Body Advisors 2021-22

Mindy Palmer

Shelly Wood

Student Body Officers

President: Elyse Reichert

Vice: Addie Aland

Secretary: Olivea Howes

Historian: Abbey Williams

Activities: Daycen Rohrer

Publicity: Annikah Burnham

Senior Class Officers

Senior President: Macy McMahill

Senior Vice: Vanessa Lucio

Junior Class Officers

Junior President: Chloe Fenn

Junior Vice: Sammantha Peterson

Sophomore Class Officers

Soph Co president: Jocelyn Miles

Soph Co president: Sadie Fitzpatrick

Soph Vice: Kendelyn Drake

Freshman Class Officers

Freshman president: Zach Johnson

Freshman Vice: Haley Foote

UHS 2021-22 Commissioners Alphabetically

Club head commissioner: Camrie Snow.

FFA: Paige Freston

Drill: Oaklee Reary.

FCCLA: Kristi Hamblin

NHS: Emma Womack

Orch/Band: Abby Burnham

Interact: Emily Mecham

Hope Squad: Connor J.

Publicity: Lela Walker.

Publicity: Maddox Warner

Publicity Team: Kevita More, Paisley Scholes, Adriana Duncan.

Activities: Oakley Barney.

Activities: Tracer Schmitt.

Activities Team: Emma Forsyth, Kylee Labrum, Chase Harding.

Boys sports: Jacob Sasser.

Girls sports: London Lamb

Fresh: Reese Kulland.

Fresh: Emeree Harrison

Soph: Makynlee Smith.

Soph: Jackson Hawley.

Jr: Brylee Ross.

Jr: McCoy Hoschouer.

Sr: Britney Ivie.

Sr: Payton Anfinson.

Diversity: Naomi Wells.

Diversity: Jordyn Libberton.

Diversity: Nick Chapoose.

Assemblies: Macy Winterton.

Assemblies: Hannah Owen.

Assemblies team: Lucy Howes, Britney Ross, Kylee Berry.

Spirit: Brooklyn Scholes.

Spirit: Abri Chiara.

Spirit Team: Zoey Barney, Gideon Owen.

Head Cheerleader (s)

Jessie's Girls: Parker, Allie, Whitnee, Millie

Affirmative Action/Equal Opportunity Statement

Duchesne County School District is committed to providing educational and employment opportunities to students without regard to race, color, sex, religion, age, national origin or disability in accordance with Title VI of the Civil Rights Act

of 1964, Title IX of the Educational Amendment of 1972, Section 504 of Rehabilitation Act of 1973, the Age Discrimination Act of 1975 and the Americans with Disabilities Act.

NATIONAL HONOR SOCIETY

The National Honor Society chapter at Union High is a nationally chartered organization, and procedures for admittance follow national guidelines. Students must have a 3.5 cumulative GPA to join. The application procedure takes place in the spring. Students must also pass a nomination process by the faculty and administration. Students are rated in areas of service, citizenship, leadership and scholarship. Names will be presented to the National Honor Society Council for final approval. If approved, students will attend an induction ceremony.

Once inducted, a student must maintain a 3.5 GPA and must commit to 20 hours of community service per quarter. Should the GPA drop below the standard, or should a student fail to complete service hours, he/she may be put on probation or expelled from the National Honor Society. Students may also be expelled for any citizenship violation.

SCHOOL ORGANIZATIONS

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

Organization

Advisor

Academic Decathlon.....	Michelle Richardson
Art Club.....	Elizabeth Sampson
Band.....	Brice Barson
FBLA.....	Danielle Labrum
FCCLA.....	Shelly Wood
FFA.....	Jim Freston
National Honor Society.....	Amber Beaver
Spanish Club.....	Reagan Hunsaker
United Indian Youth Club.....	Eveningstar Curry
VICA.....	Aaron Reary (UBATC)

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/immunization records no more than three months old from a medical doctor which shows immunizations and personal health.
 3. Student's birth certificate.

CONSTITUTION OF UNION HIGH SCHOOL

Last Revision - 2013

PREAMBLE

We, the members of the Union High School 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 object 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 UNION 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 Union High School is the Cougar because of its strength

and courage.

Section IV. The colors of Union High School are Gold and Black.

ARTICLE II
(Student Body Officers)

Section I. The duties of the President shall be to supervise all student body functions, to call meetings of the student body and of the 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 motions. He 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. It shall be the duty of the Historian to keep a historical record of the general happenings of the school, including all contests, plays, operas, concerts, building improvements, listing of all governing officers and all other departmental activities.

Section V. Fourteen officers, that of commissioner of diversity (duty is to advise the student council concerning the involvement of minorities in all school activities), commissioner of assemblies, two commissioners of publicity, commissioner of school spirit, two commissioners of activities, and that of two commissioners from each class will be appointed by an administrative team. These fourteen will be voting members of the student council.

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

ARTICLE III
(Class Officers)

Section I. There shall be a president and vice president elected from each class.

Section II. Elections dates and times shall be determined by the student council and administration group.

ARTICLE IV
(Governing Body)

Section I. The governing body of this organization shall be the Union High Student Council, which shall consist of the student body officers (president, vice president, secretary, and historian), also the president and vice president of each class; namely, the senior, junior, sophomore, and freshman classes; also, the head cheerleader and the appointed commissioners.

Section II. Two faculty members shall be assigned by the principal to act as advisors to the council.

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 as designated by class schedule or when the student body president calls it to session.

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. Nomination forms for student body and class officer candidates shall be acquired in the main office as early as one week prior to student body and class officer primary elections. Completed nomination forms will be submitted to the office at or before noon the day before primary elections. Nominee must sign the nomination form. If a candidate running for a student body office chooses to run for a subsequent class officer position, the same form used to run for student body

officer may be resubmitted with new class officer position communicated. All nomination forms must be submitted to the front office by 12:00 pm the day prior to election.

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. There shall be at least one week of campaigning between the primary and final elections. (See Amendment II).

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.
- b. The student body president must be in attendance at Union High School at least seven months of his/her junior year. The president, while in office, must be a senior. All officers must conform to the general eligibility rules in Section IV.

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 also conform to the general eligibility rules in Section IV.

Section III. Cheer Team Captain and Commissioners

- a. The cheer team captain and commissioners must maintain a scholastic rating of at least 3.0 with no failing grades. (Refer to Amendment I.)
- b. The UHS cheer advisor(s) shall appoint the team captain. The team captain will fill the seat occupied by the cheer captain as a commissioner on the UHS student council.
- c. The cheer team captain and commissioners must conform to the general eligibility rules in Section IV.

Section IV. General Eligibility Rules

- a. No student may hold more than one major office/position per year. (Major offices/positions include student body officers, class president, cheerleaders,

- editor of the yearbook and editor of the newspaper.)
- 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, head cheerleader, and commissioners must maintain an overall scholastic 3.0 grade point average. The nominee may have no failing grades posted from the previous quarter. These requirements apply to running for office and must be maintained each term thereafter. The candidate must maintain satisfactory citizenship (no U's).
 - 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. All students must conform to the citizenship rules in Section IV to be eligible for an activity or office.
 - f. The following are examples of poor citizenship and could result in the ineligibility of any student officer. The faculty, the principal or any witness to the eligibility committee, may report these:
 - 1. Truancy.
 - 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. Reckless driving or speeding on school grounds.
 - 9. Using tobacco, intoxicants, or drugs on school grounds.
 - 10. Stealing and disrespecting others' property.
 - 11. Fighting on school grounds.
 - 12. Not attending assemblies or leaving assemblies before being dismissed without adequate excuse.
 - 13. Any violation of the Safe School Policy
 - g. Elected officers and commissioners will be required to enroll in and attend the "Student Government class (full year). If unable to fulfill this requirement, the candidate will withdraw from elections or shall be removed

from office. If the elected officer is unable to enroll and attend, the election runner-up shall fill the vacant seat.

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 for the rest of the year 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 council.

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 3-b). The head cheerleader must maintain an average scholastic rating of 3.0 with no failing grades. Other cheerleaders will fall under the extra-curricular scholastic guidelines.

Amendment II. (Added to Article VI, Section IV). 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 posters or handbills of the self-adhesive type may be used.
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.
7. FAILURE TO ABIDE BY ANY OF THE CAMPAIGN RULES FORFEITS THE CANDIDATE’S PRIVILEGE OF RUNNING FOR OFFICE.

EXPECTED CONDUCT FOR ALL STUDENTS OF UNION HIGH SCHOOL

Students are expected to comply with all requests of teachers in regard to assignments of seating, requests for silence, order, and other deportment. Students are expected to prepare their assignments each day to the best of their ability and present the same in the class if so requested. No student will leave the classroom without permission of the teacher--even at the end of a class period; pupils will wait for dismissal by the teacher. Students are expected to

obey all rules of conduct as outlined in the student handbook at all times.

ATTENDANCE POLICY

One of the most important competencies this school is responsible to teach is life-management skills. These skills relate to the success of a student in all real-life situations. When students graduate from Union High, demonstrated mastery in school attendance and punctuality should directly translate into responsible work habits.

“We believe we can and should teach values, standards, and ethics to assure that all students can achieve at high levels to be college and career ready.” From UHS mission and beliefs.

For students to be successful at UHS, they must be in class on time and working. Most students do this. For the students who choose not to do this and disrupt others' learning, there are consequences. Parents will be contacted when a student receives three or more un-excused tardies or any truancies in a term. Below are the consequences for student's inappropriate behaviors.

For students to be successful at UHS, they must be in class on time and working. Most students do this. For the students who choose not to do this and disrupt others' learning, there are consequences. Parents will be contacted when a student receives three or more un-excused tardies or truancies in a term. Below are the consequences for student's inappropriate behaviors.

TARDIES

Tardies will be handled in the following manner:

Tardies will be recorded, in the front office or by the teacher of record

1st, 2nd, and 3rd Tardies will be warnings

4th Tardy: Student will receive 1 day of Lunch DT. Parent Notified

5th Tardy: Student will receive 2 days of Lunch DT, Parent Notified

6th Tardy: Student will receive 3 days of Lunch DT, Parent Notified

7th Tardy or More: 1 day of ISS for each additional tardy

Random hall sweeps will periodically be made throughout the day. Any student without a hall pass in their possession will automatically be considered tardy. Students will be required to serve lunch detention on the next available lunchtime.

ATTENDANCE

I. The following are considered excused absences: (A) Illness/Medical (B) Accident or death in the family (C) Health appointment (D) Educational/school activities (E) Parental excuse when needed at home (**Please excuse the day of, but no later than 48 hours after the absence**). Excessive absences of any kind could result in student concern meetings and court referrals.

II. The following are considered truant: (A) Any time a student leaves home for school and fails to show up without prior notification to school officials. (B) Any time a student leaves school for any reason without prior notification to school officials. (C) Any time a student stays away from school without parental or school permission. **Parents Have To Excuse Students Before They Leave School Grounds NOT After The Fact. No Exceptions.**

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. (A/B day = 1 School Day)

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. Homework may be requested for excused absences only. Students need to make arrangements with teachers upon returning to school or parents may call the attendance office to pick up homework after school by 3:00 p.m.

Internships, Online/Homeschool, and College Classes

Students need to maintain good standing to remain in these classes with passing grades and good attendance. Students who have Internships, Online/Homeschool, or College Classes must be off campus, the library, or Mr. North's classroom. Students may not be parked in the parking lot during these times or any other area on campus. They could receive Trespasses or Daytime Curfew tickets.

Unexcused Absence (Truancy)

Unexcused Absences (*Truancy*)

Unexcused absence or truancy is defined as any time a student is missing a class without permission. 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 or guardian in person BEFORE the student leaves the school.**

If any absence is still unexcused by a guardian it will be considered truant. The student will then be placed on a Truancy Contract. After 3 unexcused absences a truancy letter will be sent with a mandatory parent meeting with a schedule change. Students with 3 unexcused absences could be placed of step #3 on the truancy contract. Any 5 or 10 day drops will have a certified Truancy letter sent with a mandatory parent meeting with a modified schedule change. Students could lose privileges such as internship classes, UBtech classes, and college classes. Juvenile Justice Services will be offered and documented if refused. Court referrals will be issued if students' attendance does not improve. Students that are to be in internships, college classes, or homeschool/online classes cannot be on campus during those scheduled times; these violations could result in trespasses or daytime curfews.(The Library, Internship Classroom, or USU are for students during this time.)

The following action will be taken in the case of unexcused absences:

First Truancy—Parent/Guardian notification, student placed on a Truancy contract plus a half day of ISS including Lunch DT for every class period the student missed up to 2 Full days of ISS.

Second Truancy—Parent/Guardian notification. Students will review their behavior contract with the administration. Students will complete 2-3 Full Days of ISS.

Third Truancy – Mandatory parent meeting. Parent/Guardian notification. Students will review their behavior contract with the administration. Students will complete 3-5 days of ISS. Students will work in Intervention to make up school work to get grades to pass.

Fourth Truancy –Mandatory parent meeting, Parent/Guardian notification. Students will have a schedule change into an intervention class.. This could include a loss of privileges such as internship classes, UBtech classes, and college classes. Juvenile Justice Services will be offered

Fifth Truancy –Mandatory parent meeting will take place. Parent/Guardian notification. Students will review their behavior contract with the administration. Students will remain in intervention class with a modified schedule. The student may receive a change of placement at this time. A court referral will be issued.

School administrators shall have the discretion whether or not to refer a student to the Director of Student Services and/or court if, in the opinion of the administrator, there are reasonable special circumstances affecting the student's performance/behavior. A student may receive an alternative placement if the behavior of the student is deemed habitually disruptive or the student has received 5 truancies or more.

Excessive Absences, Including Excused Absences

- a. After the 8th absence **of any kind,** per semester, other than circumstances approved by administration, a compulsory education letter will be sent to parents/guardians.
- b. After the 9th absences **of any kind,** per semester, other than circumstances approved by administration, a habitual truancy letter will be sent to parents. A doctor's note will be required for any absence after the 9th total absence.
- c. After the 10th absences **of any kind,** per semester, other than circumstances approved by administration, or providing a doctor's note, the student will be assigned to the credit recovery program indefinitely, until acceptable attendance is maintained.
- d. Excused Absences begin at Zero for each student at the beginning of each semester (Clean Slate). Truancy(unexcused) does not start from Zero at the semester. They carry over the entire year.

Any student who accumulates lunch detentions that are not made up weekly will be put into ISS for a day, and then their lunch detention count will start over again.

If the truant behavior continues, after earnest and persistent efforts are made by the parents/guardians and the school, the student's academic placement will be re-evaluated and the student may receive an alternative placement. A student who has missed five days in a row will be dropped from the rolls and automatically be referred to the school administration. A parent meeting will be requested for the purpose of an Education Contract. Parents that fail to correct their child's truancy/attendance issues will be referred to court for educational neglect and can be charged with a class B misdemeanor and a \$250 fine.

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 the Director of Student Services and/or 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 8:00 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 \$150 and/or other sanctions. UHS supports this ordinance, and students violating the Daytime Curfew will be reported to authorities.

STUDENT BEHAVIOR POLICY

- Any behavior problems, including profanity, will be referred to the office. Lewd, vulgar, or otherwise disruptive language is not acceptable in the school. The use of profanity or obscene language on school premises, on school buses, or during activities sponsored by the school (whether on or off the school premises), shall not be tolerated. Any violation of this policy shall be grounds for lunch detention or school suspension.
- Students will not ride skateboards, roller blades, longboards, or scooters in the school or on school grounds.
- Students will comply with all requests of teachers in regard to assignments of seating, requests for silence, order and other deportment. Students are expected to prepare their assignments each day to the best of their abilities and present the same in the class if so requested. Students will not leave the classroom without permission of the teacher--even at the end of a class period; pupils should wait for dismissal by the teacher (refer to truancy policy).
- Students are expected to obey all rules of conduct as outlined in the student handbook.
- Use or possession of alcohol, tobacco or other controlled substances is a five-day suspension and an automatic referral to juvenile court. Any additional offense will be a ten-day suspension, referral to juvenile court and possible release from school.

Fighting & Assaults

Fighting will not be tolerated. The police will investigate all fights and court referrals will be made when possible. The first offense (Disorderly Conduct) will result in a Five-day out-of-school suspension (OSS). The second offense will result in a ten-day OSS and a referral to court. 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 with the possibility of a court referral.

The first assault and second disorderly referral- student will be suspended from school and his/her case will go before the Duchesne County School District Safe School Committee to determine the future of the student.

Electronic Devices

Duchesne County School District School Board adopted a policy for use of electronic devices and cell phones at school. **“There shall be no unapproved student use of any electronic devices or cell phones during instructional time.”**

The policy of Union High School is that Cell Phones/ iPods/ iPads/ Kindles/MP3 Players/ etc. may be used as educational devices and can play an important role in the classroom setting. Therefore, electronic devices are only to be used before and after school, between classes and during lunch break. Use during instructional time will be at the discretion of each individual teacher. Any cell phones or electronic devices seen or heard during instructional time, without express permission from the classroom teacher, will be confiscated.

First Offense: Devices will be confiscated and will be given to the administration until the end of the day

Second Offense: Parent must come to the school at the end of the school day to regain possession of the device for their child.

Third Offense: Parent must come to the school to regain possession of the device and pay a \$5.00 fine.

Any Additional Offense: The device will remain in the office for one week. A parent must come to the school and pay a \$10.00 fine to regain possession of the device.

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 yearly Student Behavior Contract. Current policies of the student contract will supersede those of the student handbook.

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 that 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 the 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 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.

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 and 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. Willful defacement or injury to any school property.
 5. Behavior, which unreasonably disrupts or interferes with the educational process for other students.
 6. Sells, gives, delivers, transfers, possesses, controls, or distributes alcoholic beverages or tobacco products within 1000 feet of school property or any school-sponsored event.
 7. Is under the influence of an alcoholic beverage or controlled substance within 1000 feet of any school property or school sponsored event.

Mandatory Expulsion/Suspension

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.
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 may be suspended until the next regularly scheduled school board meeting.

Alcohol & Tobacco

Use or possession of alcoholic beverages, tobacco products, electronic cigarettes, or personal vaporizers is a five-day suspension and an automatic 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.

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

Suspension/Expulsion of Handicapped Students

Students identified as disabled 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 a disability may constitute discrimination.

1. Short-term suspension. The school district may suspend students with handicaps 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 non-handicapped student.

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 a disabled student. Any suspension should consider the least restrictive environment.

2. Long-term suspension. Any expulsion/suspension of a student, with disabilities 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 Special Education Committee must first determine whether the alleged behavior is related to a handicapping condition. 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.

Handicapped Students

A handicapped student may be expelled for engaging in conduct that would warrant such action for a non-handicapped student only if the Special Education Committee 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 Special Education Committee 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.

Campus Officer

There will be a police officer on the Union High School campus. His 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 and parking violations, etc. He is working on the school campus in partnership with the Roosevelt City Police Department, the Uintah Basin Area Technology Center, Union High School, Duchesne County School Board and his efforts are coordinated with the Duchesne and Uintah County Sheriff Departments.

The officer may occasionally be a class visitor. He is occasionally called upon to be a guest in classes to help in class discussions that may be centered on questions of law. He is here to be of service to the students and staff of the school. Please feel free to approach him with questions; most requests for assistance should be channeled through the administration of the school. Video surveillance is used throughout the school and parking areas. The officer may also use a video camera in his duties on the campus.

Detention

Detention will be given to those students who do not abide by school policies. Detention may be accomplished by completing school service under the direction of the school administration during lunchtime detention or outside of school hours and with a school designee.

Visitors

Parents are welcome to visit anytime. All visitors must report to the front office and receive a visitor's pass from the front office. All unapproved visitors will be cited for trespassing and are not allowed at the school during the school day. This may include activities before and after school.

Hall Passes

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 DRESS CODE POLICY

Appearance and dress 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, clean and modest. Undergarments are not to be exposed. All shirts, blouses or dresses must have a sleeve, show no cleavage in front and must cover the entire midsection. No attire or accessories with writing or

pictures depicting or promoting controlled substances shall be worn to school or school-sponsored activities; nor shall attire with vulgar expressions or obscene pictures be permitted. Any type of chain is not allowed. Neither “grubby” nor mutilated clothing is acceptable. Shoes are to be worn while in school and on the school campus. Modest walking shorts are the only acceptable shorts and must be longer than the student's arm length while standing. Skirts and dresses need to be longer than the student’s arm length while standing. Jeans should not have any holes or splits on the backside and holes or splits in the front needs to be longer than the student’s arm length while standing. 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. Piercings shall be limited to the ears only and shall not be done in a manner so as to cause a disruption or health hazard.
3. Hair must be styled so that it is neat, clean (to protect health), and well groomed. 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. Hair may only be dyed of natural colors. Reds, blues, greens, etc. are not natural colors and are not in keeping with the school’s educational mission and will not be tolerated.
4. Beards and/or mustaches must be kept neatly trimmed.
5. No hats, caps, bandanas or head-coverings are to be worn by students in school as per school and district policy. Hats will only be permitted for special occasions that have been pre-approved by school administration. Only special medical or individual needs basis will apply on as needed based on medical diagnosis or on individual basis.
6. Lewd vulgar, defamatory or otherwise, disruptive language is not acceptable in the school. The use of profanity or obscene language upon school premises, on school buses, or during activities sponsored by the school (whether on or off the school premises), shall not be tolerated. Any behavior demonstrated by speech or action that is detrimental to the educational process in the school system shall be grounds for suspension. Refer to Safe School Policy FHA, Sexual Harassment DAC, and Harassment FGAE.

The administration is charged with the responsibility of carrying out the policies of the Duchesne County School District Board and is granted the latitude to do what is

best for the welfare of the total school program in a given situation until the Board can consider the special matter.

School Dances

The following policies are designed to promote an environment in which all students and adults feel safe and comfortable. Enforcement of the dance and dress codes is at the discretion of attending Union High School staff.

Formal On or Off Campus Dress Code

(Prom)

Girls' Dress: Dresses should be of an appropriate style for a school function. Halter dresses and strapless dresses are permitted for these dances. Low cut dresses (front or back) will not be allowed. Dresses must have solid material from the shoulder blade down, show no cleavage in front, and cover the midriff. Dresses with high slits (above five inches from the middle of the knee) will not be allowed. Dresses of a transparent material are not acceptable.

Boys' Dress: Boys are to wear formal attire and shoes to the dance. Dress pants, shirts with collars, and ties are required. No shorts, sagging pants, or collarless shirts will be allowed.

Semi-Formal Dress Code

(Homecoming, Winter Ball)

Girls' Dress: Dresses should be of an appropriate style for a school function. Halter dresses and strapless dresses are permitted for these dances. Low cut dresses (front or back) will not be allowed. Dresses must have solid material from the shoulder blade down, show no cleavage in front, and cover the midriff. Dresses with high slits (above five inches from the middle of the knee) will not be allowed. Dresses of a transparent material are not acceptable.

Boys' Dress: Collared shirts with sleeves and ties are required for boys and must be buttoned up and tucked in at all times. Words or graphics on shirts are limited to pocket-sized logos or Union High School graphics. No shorts or sagging pants will be allowed.

All Other Dances: School dress according to Union High School Handbook. Union High School reserves the right to regulate against upcoming fads or fashions that reflect negatively on the school and/or person. Interpretation of and judgment in matters pertaining to dress and personal appearance are, obviously, necessary. In this area the Principal or Assistant Principals are the final judge of what is, or is not, acceptable for an individual student. If a student is found in violation of the dance dress code, he/she will not be allowed in the dance until the student has changed into

suitable attire.

EXTRA-CURRICULAR ACTIVITY POLICY

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

Grades

Students must have a 2.0 GPA with no F's from the previous quarter. Spring quarter grades will be accepted for fall competition. Deficiencies in grades may be made up according to UHSAA policy (page 21 scholastic rule, section 7) during summer school period, provided the same class is offered that the student is deficient in. The class must be made up at Union High School summer school, UBATC, or USU. Courses not offered at the above-mentioned schools cannot be made up. All summer school grades will be pass/fail. The student's GPA will then be recalculated to see if he/she has the necessary GPA to be eligible for participation in fall sports. A student's citizenship must be in line with the current UHS policy also.

Citizenship/ PBIS

**UHS
Proficiency
Scale**



Grade:		Content Area:	
Standard:	Attendance, Work Completed, Behavior. **Teachers can use their professional discretion. ** (for example undue hardships or uncontrollable circumstances)		
Citizenship			

SCORE	SKILL LEVEL DESCRIPTION
H (4.0)	<p>Attendance</p> <ul style="list-style-type: none"> • 2 or less absences per Quarter. • 2 or less tardies per Quarter. • No truanics. <p>Behavior</p> <ul style="list-style-type: none"> • On task and engaged in discussions/activities 90% of the time. • Zero incidents of misbehavior. <p>Work Ethic</p> <ul style="list-style-type: none"> • 90% of assignments and projects completed. • Prepared for Class 90% of the time.
S (2.5)	<p>Attendance</p> <ul style="list-style-type: none"> • 3 to 5 absences. • 3 to 5 tardies • No truanics <p>Behavior</p> <ul style="list-style-type: none"> • On task and engaged in discussions/activities 80% of the time. • Minor misbehavior and zero major incidents. <p>Work Ethic</p> <ul style="list-style-type: none"> • 80% of assignments and projects completed. • Prepared for Class 80% of the time.
N (1.0)	<p>Attendance</p> <ul style="list-style-type: none"> • 6 to 9 absences. • 6 to 9 tardies. • No more than 1 truancy. <p>Behavior</p> <ul style="list-style-type: none"> • On task and engaged in discussions/activities 70% of the time. • Multiple incidents of minor misbehavior or one major incident. <p>Work Ethic</p> <ul style="list-style-type: none"> • 70% of assignments and projects completed. • Prepared for Class 70% of the time.
U (0)	<p>Attendance</p> <ul style="list-style-type: none"> • Less than 50% attendance (more than 10). • Less than 50% on time (more than 10). • 2 or more truanics. <p>Behavior</p> <ul style="list-style-type: none"> • On task less than 70% of the time. • More than 5 minor incidents of misbehavior or 2 major incidents. <p>Work Ethic</p> <ul style="list-style-type: none"> • Less than 70% of assignments and projects completed. • Prepared for Class less than 70% of the time.

Detention Hours Completion/Verification Policy

Detention hour lists will be placed in each head coach's mailbox the first school day of each week. The student-athlete will then be given three school days to complete the detention hours. If detention hours have not been completed and cleared through administration by this time, the student-athlete will not be eligible to participate in extra-curricular activities. Detention hours must be completed and cleared before eligible status is reinstated.

The student-athlete must be responsible to obtain the Detention Verification Slip (front office), perform the required hours, and obtain signatures from the custodian/detention advisor and administration. After adjusting the detention hours on PowerSchool, the administrator will place the slip in the coach's box. This will be the official notification for the coach to release the player back into eligible standing.

Game Day Attendance

All Student-Athletes need to attend all classes until they are excused by the school for the Game Day Event. Previous arrangements such as: Funerals, Medical appointments, and Special Family Circumstances need to be approved a week in advance by administration. Unexcused absences are not allowed. Missing an assigned class will be handled by following the truancy policy steps, procedures, and will also lead to loss of playing time.

Bus Rules

All students must ride the bus to, and from, the activity unless the coach releases them to ride home 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. Release forms are available on the school's web page and in the office.

On any bus trip the coach is responsible for the behavior of the students. The coach is also responsible for communicating to the bus driver concerning the itinerary of the trip.

Drugs, Alcohol, and Tobacco

First offense: The student will be suspended from two consecutive weeks of games, meets, matches, competitions or performances at the same level of play (and any intervening levels as well). Practice may be continued following a personal assessment of the student by a licensed substance abuse intervention or treatment program and/or participation in a district approved intervention program. This is a minimum penalty. A coach has the right for more severe action if he/she wishes.

Second offense: The student will be suspended for six weeks from games,

meets, matches, competitions, or performances. The student will be required to participate in an assessment by a licensed substance abuse intervention or treatment program and must participate in any prescribed follow-up. Practice may continue only after the assessment has been completed and participation in the prescribed follow-up is occurring.

Third offense: The student will be suspended for 18 weeks from all games, meets, matches, competitions, performances and practices. Where applicable, this suspension carries over to the following school year. Reinstatement of eligibility at the end of the 18-week suspension is predicated upon successful completion of a formal assessment, intervention and treatment program.

Restrictions may not be less than those outlined above. In all of the foregoing offenses, requirements which deal with discipline, suspension, corrective measures, parent/guardian involvement, and rehabilitation must be met. This is a minimum—coaches may set stricter rules if desired.

POWERSCHOOL

Students should be responsible for keeping track of their own progress in each class. This can be done by accessing grades through the Internet. Students are encouraged to do the following:

1. Check in the counseling office and get your confidential student ID number and password.
2. Access the internet through your regular service provider, the public library, or the school library. Faculty and staff at Union High School will be more than happy to assist you.
3. Go to this address <http://powerschool.dcsd.org>. You will access a window and be directed to submit your confidential ID numbers.

If students have questions concerning grades, they should contact the teacher in person or by email and set up a conference with the teacher.

ACADEMIC LETTERS

Athletic varsity letter requirements vary by sport and are awarded by the head coach. An academic letter may be earned in Business, FBLA, English, Journalism, Science, and Social Studies. Contact the individual advisor for information regarding requirements.

DRIVING AND PARKING REGULATIONS

Union High School makes every effort possible to accommodate those who

choose to drive to school; however, students should know that neither the district nor school has an obligation to provide parking for students who drive to school. Parking at Union High School is a privilege that may be revoked at any time by school officials. Students who choose to drive a private vehicle to school must abide by the following rules:

1. Obey all traffic laws. Speed limit--10 MPH.
2. Park only in student-designated parking areas. These include the tennis court area, north and east parking lots. The east lot will be locked all day, including the lunch hour. The west lot is for faculty and visitors. Handicapped parking is for those with the appropriate permit displayed.
3. Park only within the painted lines that designate a parking space.
4. Do not park on sidewalk or brick island areas.
5. Do not leave trash in the lots. Littering laws will be enforced.

The school will cite students violating the above rules. The fine is \$15 payable by cash or check to Union High School. Failure to pay within 10 days will result in the loss of parking privileges at Union High. Vehicles will be towed at owner's expense.

INTERNSHIP REQUIREMENTS

Students who wish to participate in the Work-based Learning Internship Program must meet the following requirements:

1. Must be in good standing. Students must have passing classes in all classes and have good attendance in all classes.
2. Attend the Critical Workplace Skills class every Tuesday during their internship hour and complete weekly assignments.
3. Complete timesheets every 2 weeks.
4. Turn in internship packet and agreement within the first 2 weeks of each quarter.
5. All interns will receive a letter grade.
6. Interns can have no more than 2 hours of internship per day unless pre-approved by school administration.
7. All interns must be off school grounds during their internship hour(s).

Students wishing to be Teacher's Aides during the school day must enroll through the Internship program and follow the guidelines outlined above.

DUCHESNE SCHOOL DISTRICT/UTAH EDUCATION NETWORK

Student Use Guidelines

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. 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. Students may not maintain accounts upon graduation. Generally, students are not permitted to enter professional UtahLink or discussion groups. All accounts issued must be approved by the school district. Misuse of the network will result in suspension or termination of network privileges. The above-mentioned use is subject to revision by the district and/or state office of education.

CLASS CHANGE POLICY

Students cannot drop or add classes after 10 days in the quarter. Students will be responsible for changing their schedules on “class choice” the first week of each semester or as designated by the counseling office. School counselors will help in guidance, problem solving, and individual planning. If any situations arise for a schedule change, a class change form must be submitted to the teacher for approval and returned to the counseling office before the change is considered complete. Students must complete and turn in a change of class sheet to the counselors before the change is considered complete. There is a \$10 class change fee if you require a class change after Class Choice closes.

High School Credit

The grade a student earns from his/her high school class will be the grade on his/her high school transcript. This also includes Electronic High School, Edgenuity courses, or summer school credit, as well as any grades from previous high schools.

CONCURRENT ENROLLMENT

Seniors must have a 3.0 cumulative GPA to enroll in university concurrent enrollment classes. Underclassmen must have a 3.25 cumulative GPA to enroll in university concurrent classes.

The grade a student receives from his/her university class will be the grade he/she gets on his/her high-school transcript. No university class can replace a state core class. Core classes must be taken in the

high school.

In order to take Math 1050 students will need to pass the Accuplacer test or score a 23 or higher on the math portion of the ACT. Only seniors can take English 1010.

MAKING UP CREDIT

The following are ways provided to make up a failed grade:

1. Repeat the class during summer school sessions. Times and fees will be announced.
2. Repeat the class with department approval.
3. Enroll in Edgenuity class to recover credit. (There is only a one-time fee of \$50 dollars to register. The \$50 fee will pay for as many credits he/she feels they can complete during summer school.

Other limited options may be available. A student must meet with a counselor for help and advice in alternate methods of making up the class.

Academic Retake Policy

The number of times a student can enroll in a core class is one. Students retaking a class more than once must have approval from their department head and academic counselor prior to enrolling in the same class for a second time. Students will be placed on a “Classroom Academic Contract” and the instructor and academic counselor will monitor progress in class to ensure academic progress is being made.

CREDIT RECOVERY POLICY

The credit recovery program is designed to allow students an opportunity to earn high school credit for courses they have failed in the past. The program is intended to help students by delivering educational services in a flexible, time-efficient manner in order to help them succeed academically and ultimately graduate. Students will not be registered for the same course twice; if they fail a class they will be required to retake it within the following guidelines.

1. Students will only be enrolled in credit recovery courses that they have previously failed. Students may not use this program to **earn** credit for a course they have not already attempted and failed in the traditional classroom setting.
2. Only core classes will be offered for credit recovery through the Edgenuity system. Elective classes will be evaluated on an individual basis.

3. Only high school students may earn credit towards graduation. No student may use credit recovery until they have completed the first semester of their freshman year. Students removed from a class by the administration may be placed in credit recovery courses at the principal's discretion.

4. Students using credit recovery will receive P grades on their transcript. **Credit recovery grades will not replace the original credit earned in the class.**

5. Students may not begin credit recovery in the same quarter of a course in which they are currently enrolled. For example, a student may not use this program to **earn** credit for the first quarter of Algebra I if they are currently enrolled in the first quarter of Algebra I. They must complete the entire quarter in the classroom before using this program to recover credit.

6. All **work** must be **completed** on site and proctored by the supervisor of the credit recovery program.

7. Credit recovery can be done during school in the Edgenuity class offered by Union High School.

8. Because of the limited number of licenses available to the credit recovery program the following prioritization schedule will be used.

Priority – Currently enrolled UHS Students in the following order:
Seniors, juniors, sophomores, freshman

The administration of Union High School may utilize credit recovery with any student without regard to the guidelines listed above. Students who believe they have circumstances that would require deviating from these guidelines should make an appointment with the high school administrators to discuss their individual situation.

GRADUATION REQUIREMENTS

<u>Subject</u>	<u>Credits</u>
English	4.0
Social Studies (.5 Geography, 1.0 U.S. History, .5 World Civilizations, .5 U.S. Govt. & Citizenship .5 Elective)	3.0
Math (Secondary Math 1, 2, 3)	3.0*
Science (1.0 physical, 1.0 biological, 1.0 elective)	3.0*
Fine Arts	1.5
Information Technology (.5 computer elective, .5 computer tech)	1.0
Physical Education (fit for life required)	1.5
Health	0.5
Vocational Ed.	1.0
Financial Literacy	0.5
Electives – Class of 2022	17.0*

Total: Class of 2022 – 36.0

** Only transfer credits from other accredited schools will be accepted.

PARTICIPATION IN GRADUATION EXERCISES

For seniors to be eligible to participate in graduation exercises, the following conditions must be met:

1. The student must complete his/her last semester at Union High School.
2. The student must be on-track to graduate by mid-term of the fourth quarter.
3. All seniors must meet with their counselor upon exit to review his/her grades and transcript information.