

**TABIONA HIGH SCHOOL**



**TABIONA UTAH**

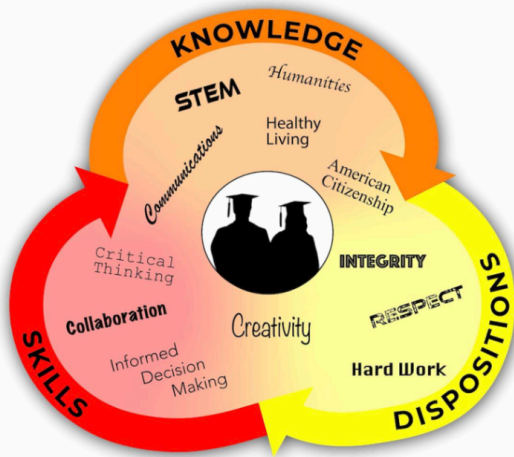


## Duchesne County School District

### Mission

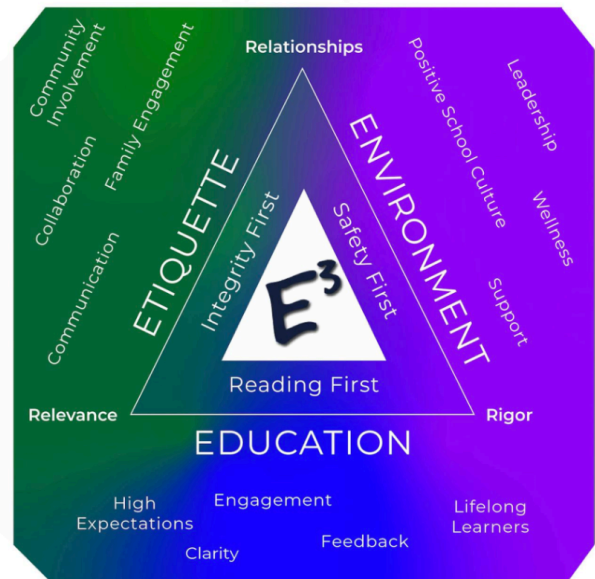
Educators persistently engage students in gaining the knowledge, skills, and dispositions to lead fulfilling lives.

Graduates of  
Duchesne County School District  
have the ...



... to lead fulfilling lives.

Staff of Duchesne County School District  
prepare students to lead fulfilling lives  
by providing ...



# DUCHESNE COUNTY SCHOOL DISTRICT

## E<sup>3</sup> Framework

3.0



### MISSION

*Educators persistently engage students in gaining the knowledge, skills, and dispositions to lead fulfilling lives.*

#### ENVIRONMENT (Safety First)

##### POSITIVE SCHOOL CULTURE

- Shared Mission And Vision
- Expect Excellence
- True Teamwork Permeates
- High Collective Efficacy

##### EFFECTIVE SCHOOL LEADERSHIP

- Prioritizes Student Learning
- Positive Relationship Building
- Feedback Loops At All Levels
- Committed To Sustained Improvement

##### SUPPORTIVE LEARNING ENVIRONMENT

- Safe, Civil, And Clean Schools
- Intellectually Stimulating
- All Feel Respected And Connected
- Equity In Opportunity
- Social-Emotional Support At All Levels

#### ETIQUETTE (Integrity First)

##### HIGH LEVELS OF COLLABORATION

- Integrity, Respect, And Accountability
- Empowering School And District PLCs
- Shared Learner Data Drives Decisions

##### HIGH LEVELS OF COMMUNICATION

- Treat All With Dignity And Respect
- Expectations Are Clearly Understood
- Relevance Of The Content Is Communicated

##### HIGH LEVELS OF FAMILY ENGAGEMENT

- Families Are Engaged In The Learning Process
- School Compacts Highlight The Link Of Students, Families, And School Staff

##### HIGH LEVELS OF COMMUNITY INVOLVEMENT

- Positive Community Partnerships
- Enhance State And Federal Partnerships

### EDUCATION (Reading First)

#### HIGH EXPECTATIONS OF ALL STUDENTS

- Teachers And Staff Believe All Students Can Achieve At High Levels
- Equitable Support Is Provided To All Students
- Ambitious And Rigorous Courses Of Study

#### HIGH EXPECTATIONS OF ALL TEACHERS

- All Adults Accountable For Student Learning
- Evidence-Based Instructional Strategies
- Instructional Coaching And Feedback Provided
- Teacher Clarity

#### CURRICULUM, INSTRUCTION, AND ASSESSMENTS ALIGNED WITH PRIORITY STANDARDS

- Priority Standards For Every Course
- Sequence Guides Focus On Priority Standards
- Proficiency Scales Guide Instruction
- Personalized and/or Competency Pathways

#### FREQUENT MONITORING OF LEARNING

- Frequent Formative Assessment Practices
- Instruction Is Adjusted Based On Data
- Multiple Opportunities To Demonstrate Learning

#### FOCUSED AND ONGOING PROFESSIONAL DEVELOPMENT

- Focused On Classroom Instruction
- Ongoing Training And Embedded Feedback

## Tabiona School Mission Statement

Tabiona School will provide a safe, supportive learning environment with opportunities for each student to develop the skills and knowledge to become a responsible, successful citizen. Every student can learn and will be College and career-ready. We accomplish this through an active partnership of the home, school, and community.

We believe:

- All people have worth and deserve to be treated with respect
- The family is the foundation of society
- Support from our community family is essential for effective education
- Every person is unique and deserves the opportunity to achieve at his/her greatest potential
- Each individual has responsibility for his/her actions and the resulting consequences
- Diversity strengthens individuals and the community
- Learning is an essential lifelong process
- The needs of children come first
- **Education empowers the individual**

**Tabiona High School is committed to instilling these core values in every student:**

- Personal Responsibility
- Respect
- Integrity
- Discipline in all aspects of life
- Engagement

We will do this by instilling these two core values in our students

- Be where you're supposed to be.
- Do what you're supposed to do.

If students follow these two principles of life, they will be successful as students at Tabiona School and throughout their lives.



## Duchesne County School District Accountability Compact

**Students:** Be where you are supposed to be. Do what you are supposed to do.

When you ... Attend classes 95% of the time or more  
Engage in class every day  
Behave in school so all can learn

And . . .

**Parents:**

When you ... Ensure your child attends class 95% of the time or more  
 Encourage them to engage in class every day  
 Expect them to behave in school so all can learn

And . . .

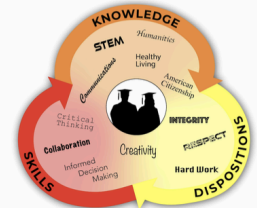
**Staff:**

We will ... Engage students in meaningful and relevant learning activities every day  
Expect and reinforce good behavior  
 Do all in our power to keep students safe  
 Treat each other, each student, and families with dignity and respect

Then . . .

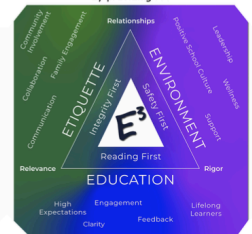
**Each student will acquire the knowledge, skills, and dispositions to lead fulfilling lives.**

Graduates of  
Duchesne County School District  
have the . . .



. . . to lead fulfilling lives.

Staff of Duchesne County School District  
prepare students to lead fulfilling lives  
by providing . . .



**Tabiona High School**  
**Bell Schedule**  
**Monday-Thursday**

<b>1<sup>st</sup> Period</b>	<b>8:00 - 9:20</b>
<b>2<sup>nd</sup> Period</b>	<b>9:23 - 10:43</b>
<b>Advocacy</b>	<b>10:46 - 11:01</b>
<b>3<sup>rd</sup> Period</b>	<b>11:04 - 12:24</b>
<b>Lunch</b>	<b>12:24 - 12:49</b>
<b>4<sup>th</sup> Period</b>	<b>12:54 - 2:14</b>
<b>5<sup>th</sup> Period</b>	<b>2:17 - 3:37</b>

**Friday**

<b>1<sup>st</sup> Period</b>	<b>8:00 - 9:00</b>
<b>2<sup>nd</sup> Period</b>	<b>9:03 - 10:03</b>
<b>3<sup>rd</sup> Period</b>	<b>10:06 - 11:06</b>
<b>4<sup>th</sup> Period</b>	<b>11:09 - 12:09</b>
<b>Lunch</b>	<b>12:09 - 12:39</b>
<b>5<sup>th</sup> Period</b>	<b>12:39 - 1:39</b>

# DUCHESNE COUNTY SCHOOL DISTRICT CALENDAR

## JULY 2025 - JUNE 2026

First Day of School August 19!

Approved:

**July 2025**

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**August 2025**

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**September 2025**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

**October 2025**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	






**November 2025**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**December 2025**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

### School Holidays/Events

September - October 2025	
August 19	First Day of School
September 1	Labor Day
October 15	Training Day/No Students
October 16-1	Fall Break
November - December 2025	
Nov. 26-28	Thanksgiving
Dec. 23 - Jan	Christmas Break
January - February 2026	
January 2	Training Day/No Students
January 19	Martin Luther King Day
February 16	Presidents Day
March - May 2026	
March 16	Training Day/No Students
April 6-7	P/T Conf Trade Days
April 8-10	Spring Break
May 22	Last Day of School
Graduation Days	
Basin Online	Thursday Jan. 15
Basin Online	Wednesday May 20
Tabiona	Thursday May 21
Altamont	Thursday May 21
Duchesne	Friday May 22
Union	Friday May 22
Adult Ed	Thursday June 25
Deadline Dates	
August 4, 20	Proof of Lane Change and License Completion to District Office
Feb. 3, 2026	Sabbatical Leave Requests to District Office
March 3, 2026	Lane Change and Early Retirement Requests to District Office
Symbols	
	Contract Days (No students)
	School Holidays (No students)
	12 Month Employee Holidays
	First and Last Days of School
	Training Days (Contract Days/No students)

**January 2026**

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**February 2026**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

**March 2026**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**April 2026**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

**May 2026**

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**June 2026**

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				



**ACADEMIC REQUIREMENTS**

**Academic Grading/statement/credits chart(prorate & accredited school)/graduation checksheet**  
**(Superintendent Young))**  
{E3}

An academic grade reflects successful demonstration of knowledge and/or skills pertaining to the Utah State standards for that course. Teachers inform students of the content to be learned and the success criteria for each level of learning. These proficiency scales are available for student and parent information.

Each student will receive a report card at the end of each term or quarter. Credit is issued on a quarter basis, with each quarter being the equivalent of 0.25 credits. A full-year class equals 1 full credit (Concurrent Enrollment courses equal 1 full credit) and a semester class is 0.50 credits. To graduate with a regular diploma, a student must accumulate a total of 36 academic credits, with earned credits in all required subjects. For students transferring into a DCSD school from outside the district, all courses for credit must be earned from an accredited institution and those credits will be prorated into the DCSD credit system on an individual basis.

Students who fail classes required for graduation will need to make up these classes to gain the necessary credits. Please talk to your counselor to determine what option would work best for you to recover the credit and/or forgive the grade from the failed class.

**Standards Based Grading:**

<u>WHY USE STANDARDS-BASED GRADING?</u>	<u>ASSESSMENTS FOR LEARNING OUTCOMES</u>	<u>PROFICIENCY SCALES</u>
<ul style="list-style-type: none"><li>• Provides specific mastery scores connected to the standards of each course.</li><li>• It shows specific strengths and areas for growth for individual students.</li><li>• Clearly documents every students' progress, using the success criteria, on each standard.</li><li>• Allows and encourages multiple opportunities to demonstrate progress throughout the school year.</li><li>• Students who require extra time to master a skill are not penalized.</li><li>• It is designed for teachers to utilize more pre-tests and formative assessments to guide instruction.</li><li>• It demonstrates a student's readiness for summative assessments.</li><li>• It shows specifically what students have learned and has a strong correlation to positive standardized testing results.</li></ul>	<p><b>A</b> – The student has demonstrated mastery of the standard.</p> <p><b>B</b> – The student has mastered all of the simple learning goals "C" and partially mastered the standard "A"</p> <p><b>C</b> – The Student has mastered all of the simple learning goals of the standard.</p> <p><b>D</b> – The student has partially mastered the simple learning goals of the standard.</p> <p><b>F</b> – The student has provided evidence, but has not attained the simple learning goals.</p> <p><b>M</b> – Missing. Student has not provided evidence on which to base a grade.</p>	<ul style="list-style-type: none"><li>• Specific scoring guides are created for each standard.</li><li>• The success criteria for each standard is clearly defined.</li><li>• The needs of students, at all learning levels, are addressed.</li><li>• Students learn to evaluate their own skill levels.</li><li>• Feedback on the success criteria of each standard is specific and it is done collaboratively.</li><li>• Students learn to evaluate their own skill levels using the success criteria.</li></ul> <p>"Reflective teaching must be based on evidence of student learning, and reflection is most powerful when it is collaborative." —John Hattie</p>





## Duchesne County School District High School Graduation Check Sheet



DCSD requires 36 credits for graduation  
Each box equals 0.25 credit / 1.0 credit is equal to 1 year

Student Name: \_\_\_\_\_  
Graduation Year: \_\_\_\_\_

### English Language Arts (6.0)

English 9				
English 9 Lab				
English 10				
English 10 Lab				
English 11				
4th Year English				

### Mathematics (6.0)

Secondary Math 1				
Math 1 Lab				
Secondary Math 2				
Math 2 Lab				
Secondary Math 3				
4th Year of Math				

### Science (3.0)

Life (Biology)				
Physical (Chem, Physics, Earth)				
3rd Year Science				

### Social Studies (3.0)

World Geography				
World History				
U.S. History II				
U.S. Government				
Social St. Elective				

### Fine Arts (1.5)


### CTE (1.0)


### Health & PE (2.0)

Health II				
Fit For Life				
PE Elective				

### Financial Lit. (0.5)

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### Computer Lit. (0.5)

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### Electives (12.5)


Notes:

### Credits Earned

	Q1	Q2	Q3	Q4	Total
9th Grade					
10th Grade					
11th Grade					
12th Grade					
Total:					

Civics Test Passed: ☐

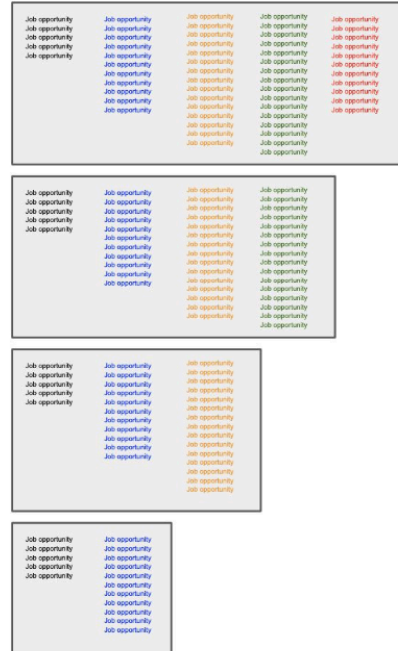
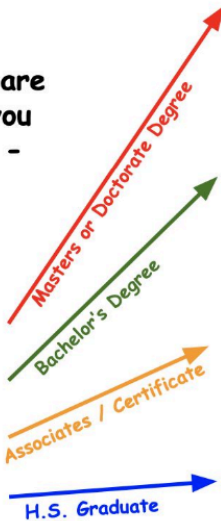
\* Transfer students will have their credits prorated into our system by a counselor.  
\*\* Special thanks to Amanda Jenks of the Ute Tribe for inspiring this document!

### Credits That Should Be Earned At Each Quarter

	Q1	Q2	Q3	Q4
9th Grade	2.25	4.5	6.75	9
10th Grade	11.25	13.5	15.75	18
11th Grade	20.25	22.5	24.75	27
12th Grade	29.25	31.5	33.75	36

The school's job is not merely to get you to graduate.

Our job is to prepare you for anything you ever choose to do - so you can lead a fulfilling life.



### Career Planning

Top Career Choice: \_\_\_\_\_  
Courses that would help:

Plan:

2nd Career Choice: \_\_\_\_\_  
Courses that would help:

Plan:

3rd Career Choice: \_\_\_\_\_  
Courses that would help:

Plan:

## Academic Honesty

All students at Tabiona High School are expected to do their own work to help them learn at their fullest potential.

- ❖ Any cheating or plagiarism will result in a parent contact and possible disciplinary actions.
- ❖ Student growth comes as students work and achieve success on their merit.
- ❖ Integrity with AI  
{E3} Artificial Intelligence:

As emerging technologies like artificial intelligence (AI) and Natural Language Processing (NLP) become more prevalent, our District is proactively developing principles to guide the safe, effective, and responsible use of these tools for student learning.

Students are required to rely on their own knowledge, skills, and resources when completing schoolwork. To ensure the integrity of the educational process and to promote fair and equal opportunities for all students, the use of Artificial Intelligence (AI) and Natural Language Processing (NLP) tools (collectively, “AI/NLP tools”) is strictly prohibited for the completion of school work except as outlined in governing board policy. The use of AI/NLP tools, without the express permission/consent of a teacher, undermines the learning and problem-solving skills that are essential to academic success and that staff is tasked with developing in each student. Students are encouraged to develop their own knowledge, skills, and understanding of course material rather than relying solely on AI/NLP tools, and they should ask their teachers when they have questions and/or need assistance. Unauthorized use of AI/NLP tools is considered a form of plagiarism, and any student found using these tools without permission or in a prohibited manner will be disciplined in accordance with the Behavioral Referral Process.

Under appropriate circumstances, AI/NLP tools can be effectively used as a supplement to and not a replacement for traditional learning methods. Consequently, with prior teacher permission/consent, students may use such resources to help them better understand and analyze information and/or access course materials. If students have any questions about whether they are permitted to use AI/NLP tools for a specific class assignment, they should ask their teacher.

## Grading

- Teachers will keep grades up to date and enter them each week. Eligibility will be determined based on what is entered in Powerschool.
- When an assignment or test is given, a student can make up for that grade. Students will be provided two weeks to make up grades, at which point the grade becomes final and cannot be changed.
- If a student is making up a grade, they must demonstrate learning to the teacher on their own time before a teacher (as determined by the teacher) will reassess the skill or test.
- All grades are final on the last day of the term when grades are posted.

## Release Time –

Release time is for a student to attend a specific Activity. There is no Credit awarded for Release time, and students must go to the designated area for which the release time is intended.

## Graduation Requirements

Students will need to meet the following criteria to graduate with a Diploma from Tabiona High School:

Duchesne County School District must clear homeschool coursework and may require a student to demonstrate proficiency in tests or extra work before credit can be given.

Grades 9-12 Core Curriculum credits from courses approved by the Board, as specified:

- English/Language Arts (4 Credits)
- Mathematics (4 Credits):
  - Successful completion of Secondary Mathematics I, II, and III or higher.
  - Parents may request that students replace Secondary III with a course from the Applied or Advanced approved course list.
  - Students with an IEP will vary according to IEP guidelines
  - Students who complete Calculus have met graduation requirements regardless of the number of credits they have taken.
- Science (3 Credits):
  - 2 Credits (from the four science foundation areas: Earth Science, Biological Science, Chemistry, AP Computer Science, or Physics).
  - 1 Credit (from the foundation courses or the applied or advanced science core list).
- Social Studies (3.5 Credits):
  - 1 Credit (United States History)
  - 0.5 Credit (Geography)
  - 0.5 Credit (Civilization)
  - 1.0 Credit (United States Government and Citizenship)
  - 0.5 Credit (Local Education Agency (LEA) Discretion)
- Directed Coursework (3.5 Credits):
  - 1.5 Credit (Fine Arts)
  - 1 Credit (Career and Technical Education (CTE))
  - 0.5 Credit (Digital Studies)
  - 0.5 General Financial Literacy
- Physical Education Health (2 Credits):
  - 0.5 Credit (Health)(Required)
  - 0.5 Credit (Participation Skills)
  - 1.0 Credit (Fitness for Life) (Required - Combination of Classroom and gym)
  - 0.5 Credit (Individualized Lifetime Activities)
  - Optional: 1.0 Credit Maximum (Team Sport/Athletic Participation)
- Required Electives (16 Credits)
- Total Credit Hours (36)

# Athletic and ExtraCurricular Credit Request

Date: \_\_\_\_\_

Student Name: \_\_\_\_\_

During the year(s) \_\_\_\_\_, my Student \_\_\_\_\_ Participated in the following Extracurricular Activities. I am requesting that the credits be entered into my official Transcript.

- ☐ Baseball - Years Played \_\_\_\_\_
- ☐ Volleyball - Years Played \_\_\_\_\_
- ☐ Boys Basketball - Years Played \_\_\_\_\_
- ☐ Girls Basketball - Years Played \_\_\_\_\_
- ☐ Track and Field - Years Played \_\_\_\_\_
- ☐ Golf-Years Played \_\_\_\_\_
- ☐ Drama - \_\_\_\_\_

Each activity season may earn up to 0.25 credits. A total of 1.0 credits toward Participation Skills (excluding Fit for Life, which requires seat time in the classroom) may be earned. Any credits above the 1.0 for Participation Skills can be used toward my elective credits. Standards must be met as outlined by the USOE.

I have met with my counselor and have discussed my credits. I will continue to track my credits and ensure that I am on track to graduate with 42 credits for seniors graduating 2025. Seniors Graduating 2026 will need to obtain 44 credits to graduate.

Student Signature: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Counselor Signature: \_\_\_\_\_

### **Demonstrated Competency Assessment (DCA)**

{E3}

- Demonstrated Competency Assessment (DCA) allows students to test out of a course to earn high school graduation credit. Students can take a DCA in an identified subject area and receive .5 or 1.0 credit (plus Lab credit as applicable). DCAs are available in ELA, Math, Health, and PE to all high school students. Tests are taken at scheduled times for assessment-only DCAs or by appointment before April 15th for project-based DCAs. DCAs are completed at the District Learning Center (DLC). Students and their parents should meet with a counselor to review previous coursework, standardized test scores, or other relevant experience to decide if they are sufficiently prepared to be successful on a DCA.

### **Valedictorian/Salutatorian**

#### **Valedictorian**

- {E3} The designation of Valedictorian will be based on a student's GPA, with the highest GPA being awarded Valedictorian and the second highest GPA being awarded Salutatorian. If more than one student earns the highest GPA, then no Salutatorian shall be awarded (but may be honored in other ways). Only students who completed at least 50% of their total senior year in the DCSD high school from which they are graduating will be considered for this honor. Early graduates may be considered as long as they meet the 50% requirement. Grades must be submitted for this honor no later than the Monday before graduation (or sooner if the school requires). Grades submitted after this date will not be considered for this honor, but may impact student rankings. Note: Typically, 3rd Trimester CE courses do not finalize until after this date and should not be considered in Valedictorian determination if they are not finalized.
- Graduation speakers **shall** be chosen from the pool of Valedictorians and/or Salutatorians. Students wishing to speak will audition by submitting their speech by the Monday before graduation. The administrative team and/or designees will review speeches and choose the winning candidate(s). If no speech passes analysis, no honors speaker is required.

### **Concurrent Enrollment**

- Tabiona High School offers Utah State University (USU) Concurrent Enrollment (CE) courses. These courses, at Tabiona High School, are *generally* intended for Juniors and Seniors.
- Concurrent Enrollment College courses are exactly that—college courses through USU.
  - Students are responsible to USU and their respective professors/instructors.
  - Tabiona High School *facilitates* broadcast and online courses.
    - § Facilitators are **not** responsible for ensuring students are keeping up with work or obtaining a “good” grade, though they do their best to remind students.
    - § Facilitators will proctor tests and assessments (if Proctorio is not used).
    - § Tabiona High School personnel cannot intervene with course instructors on behalf of students.

§ Facilitators will take daily attendance for State Reporting.

- Per Utah State University policy and Tabiona High School policy, cheating in any form will not be tolerated and can result in the dismissal of students from Concurrent Enrollment college courses.
- USU requires a minimum GPA of 3.0 to enroll in Concurrent Enrollment classes.
- Students must maintain a minimum 2.0 GPA in college courses to continue to take college courses.
- Students typically earn three (3) college credits per course, which equates to one (1) high school credit.
- All grades earned will be on both their high school transcript and USU College transcript.


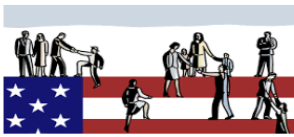
#### **Attendance in Concurrent Enrollment classes.**

- Attendance ultimately affects your grade, as well as citizenship grades for our high school. It is expected that students will attend all assigned periods in which they are enrolled in Concurrent Enrollment classes and any Independent Study classes.
- **Independent Study.** Seniors are the only students *generally* offered Independent Study classes.  
Independent Study courses will need prior approval, case-by-case.
- **Cheating.** Utah State University and its instructors are clear and strict in their policies regarding cheating on exams, assignments, papers, etc.
- **Dropping classes.** There are parameters and dates for dropping USU college classes, with and without fees, which may have the following consequences:
  - If dropped after the withdrawal date, a “W” could be earned, which will be on your college transcript, showing a late withdrawal. Colleges look down on W’s on transcripts.
  - Possibility of not earning any credit, from either the college course or the lack of a high school class.



## Citizenship -

A citizenship grade will be put on the report card this year. It will consist of three areas. Attendance, Behavior, and Classwork. If a student receives a U on their report card in any of the citizenship areas, they will become ineligible until that is made up. Students can make up work in the study hall at lunchtime and after school. Study hall and behavior consequences will be determined by the Principal and the teacher.

	<b>Duchesne County School District</b> <b>Citizenship Proficiency Scale</b>	
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2.0

- Attending class and engaging in class are fundamental to learning and being a responsible citizen.
- Expectation for students: Be where you are supposed to be and do what you are supposed to do.
- Beginning with the 2024-25 School Year:
  - Citizenship grades will be recorded on the report card.
  - Programs such as rewards and/or extracurricular eligibility are impacted.
  - Study Hall and/or other interventions will be required for those in yellow/red for attendance.
- Beginning with the 2026-27 School Year:
  - No academic credit is awarded if any of the citizenship grades are a U.
  - The U can be made up, and academic credit awarded, if the required conditions are met. School administrators will determine the conditions/contract based on severity.

Citizenship Grade	Attendance	Behavior	Classwork *
<b>H</b> (Honors)	<input type="checkbox"/> H (Blue) matrix	<input type="checkbox"/> On Level 0	<input type="checkbox"/> All work is competently completed (100%)
<b>S</b> (Satisfactory)	<input type="checkbox"/> S (Green) matrix	<input type="checkbox"/> On Level 1	<input type="checkbox"/> Large majority of work is competently completed (70-99.9%)
<b>N</b> (Needs Improvement)	<input type="checkbox"/> N (Yellow) matrix	<input type="checkbox"/> On Level 2 or 3 (must include teacher intervention plan at 3)	<input type="checkbox"/> Most work is competently completed (50-69.9%)
<b>U</b> (Unsatisfactory)	<input type="checkbox"/> U (Red) matrix	<input type="checkbox"/> On Level 4 or Worse (must include admin and a contract)	<input type="checkbox"/> Most work is NOT competently completed (0-49.9%)
<b>Make Ups?</b>	Yes. Get the Grade Up	Yes. Improve the Level	Yes, within teacher established deadlines.

\* Classwork Citizenship is only for those teachers who use "collected" for the "assignments" in Powerschool. Teachers establish the cut score for each assignment at a "competent" level with modifications for those with an IEP. *There must be a minimum of 6 "assignments" in Powerschool for this grade to be given.*

(2.0 Updated: June 5, 2025)

## Policy for attending UB Tech

Tabiona school has worked as a close partner of UB Tech for the past 7 years. We find it a privilege for our students to graduate from high school having completed certificates and degrees. UB Tech has worked hard to ensure that our students are taken care of and have complimented us many times on the quality of students that we send to their programs.

There are a few guidelines that we must apply.. Many of these changes are due to state law being changed dealing with internships and students' safety by risk management.

Tabiona School requires 44 credits to graduate. Many students reach this easily if they are enrolled in classes every hour each day. The law dealing with work release and student internships has changed and we can no longer issue unlimited credit for these courses. The law is stated as follows:

- Students can receive one credit of internship credit each year. (No more than ¼ credit per quarter)
- Internships have to be approved and run through Mike North or Councilor Approved. Course work must be related to the internship.
- Work release is no longer an acceptable form of Credit
- Students need to plan on multiple courses of study so that they can maintain the class offerings needed to gain credit.

Tabiona does offer school credit for Technical Travel time. We offer 2 credits for students who ride the bus. Risk management has stated that if we are offering credit, the students must ride the bus or they will not be covered.

Tabiona school will only offer credit and citizenship credit for students who do the following:

- Student must ride to and from tech on the bus
- Student must send a written note with parent signature on the rare occasion that a student may need to drive because of school requirements.
- Attendance will be taken on bus daily and citizenship and passing grades will be based on attendance.
- Students must attend classes at the tech and receive no sluffs. Parents must call the school to excuse their student prior to the absence, or it counts as a truancy.
- All absences count toward the citizenship grade.
- Honor role is based on students who have Honors as well as maintain a 3.7 GPA. SCHOOL TRIPS/ACTIVITIES

The advisor of the trip or activity will check on the following to see if the student is eligible to participate in the trip or activity.

- ❖ Grades
- ❖ Outstanding fees or fines
- ❖ Safe school infractions including tobacco, drugs, alcohol, and bullying Students at activities or on school trips should act accordingly:
- ❖ Cheer for your team
- ❖ Be respectful during performances
- ❖ Wear appropriate clothing for the activity
- ❖ Be respectful of other schools and businesses, etc.

**Senior Trips** will be limited to one day and there will be no overnight trips. Trips must meet all Risk Management criteria.

## **Participation Policy**

Extra-curricular activities are an important part of a student's experience at Tabiona High School and students are encouraged to be involved.

- ❖ **Grades** - 2.5 GPA with no Fs from the previous grading period, this includes all students 7-12 (summer school can be used as a grading period at teachers' discretion).
- ❖ **Citizenship** - Any student with excessive study hall hours or safe school infractions, including tobacco, drugs, alcohol and bullying, will not be able to go on trips. Students must not have a U (Unsatisfactory) Grade to be eligible to compete with a team, other extracurricular activities or field trips.
- ❖ **Activity day attendance** - students must attend the entire day of school to participate in an activity (exceptions must be cleared with the administration).
- ❖ **Forms** - all required forms must be turned in before the student participates in the activity (RMA, Fees, Physical, ect.)
- ❖ **Fees** – paid in full or arrangements made with the financial secretary
- ❖ **Bus Rules** - All students must ride the bus to and from activities. (May ride with Parent or Legal Guardian home upon the coach's discretion.) In extenuating circumstances, a student may ride to an activity only with parent or guardian. The principal will determine these situations well in advance.
- ❖ Students must have a written release to ride with their parents. (Students may not be excused to any other person.)
- ❖ Prior approval (before bus leaves) by the school must be made to ride with someone other than a parent or guardian in the form of written permission.
- ❖ Boys and girls will be separated (not in same seat) during all bus trips, no exceptions

## STUDENT BEHAVIOR

Students are our greatest asset and the future of our country. Tabiona School wants to provide every student the opportunity to learn and become the very best individual they can be. These guidelines will help our students to achieve any goal they wish to achieve.

### DCSD Behavior Intervention Levels

Description	Possible Intervention(s)
<b>Level 0 - Classroom</b> <ul style="list-style-type: none"> <li>Exemplary behavior in every school setting.</li> </ul>	<ul style="list-style-type: none"> <li>Positive relationships</li> <li>Fulfilling life</li> <li>Behavior Grade: H</li> </ul>
<b>Level 1 - Classroom</b> <ul style="list-style-type: none"> <li>Not following class or school rules</li> </ul>	<ul style="list-style-type: none"> <li>Behavior is corrected in class</li> <li>Informal Documentation</li> <li>Parents Notified By Teacher</li> <li>Behavior Grade: H</li> </ul>
<b>Level 2 - Classroom / School</b> <ul style="list-style-type: none"> <li>Repeated level 1 behaviors</li> <li>Distracting, Disrupting, Disrespecting</li> <li>Examples: pushing, talking out, inappropriate language, etc.</li> </ul>	<ul style="list-style-type: none"> <li>Verbal warning</li> <li>Teaching of replacement behaviors</li> <li>Behavior Tracker</li> <li>Informal Documentation</li> <li>Parents Notified By Teacher/Admin</li> <li>Behavior Grade: S</li> </ul>
<b>Level 3 - School</b> <ul style="list-style-type: none"> <li>Repeated level 1-2 behaviors</li> <li>Disrespecting, Defying, Destroying, Degrading</li> <li>Examples: insults, obstinance, bullying, damaging, etc.</li> </ul>	<ul style="list-style-type: none"> <li>Lunch DT or In-School Suspension</li> <li>Refocus Lesson</li> <li>Academic Probation</li> <li>Behavior Tracker</li> <li>Parents Notified</li> <li>Action Plan Created</li> <li>Formal Documentation</li> <li>Behavior Grade: N</li> </ul>
<b>Level 4 - School</b> <ul style="list-style-type: none"> <li>Repeated level 1-3 behaviors</li> <li>Destroying, Degrading, Dangerous</li> <li>Examples: vaping, drugs, harassing, fighting, threats, etc.</li> </ul>	<ul style="list-style-type: none"> <li>In-School Suspension</li> <li>Out-of-School Suspension</li> <li>Refocus Lesson</li> <li>Academic Probation</li> <li>Parents Notified</li> <li>Contract Created</li> <li>Formal Documentation</li> <li>Behavior Grade: U</li> </ul>
<b>Level 5 - School / District</b> <ul style="list-style-type: none"> <li>Repeated level 1-4 behaviors</li> <li>Distributing Illegal Substances, Dangerous, Weapon</li> </ul>	<ul style="list-style-type: none"> <li>Out-of-School Suspension</li> <li>Home Placement for Instruction</li> <li>Individualized Plan</li> <li>Parents Notified</li> <li>New Contract Created</li> <li>Formal Documentation</li> </ul>
<b>Level 6 - District</b> <ul style="list-style-type: none"> <li>Repeated level 1-5 behaviors, Weapon</li> <li>Failed School Contract</li> </ul>	<ul style="list-style-type: none"> <li>Expulsion / Home Placement</li> <li>Alternate Location of Instruction</li> <li>Individualized Plan</li> <li>Parents Notified</li> <li>New Contract Created</li> <li>Formal Documentation</li> </ul>
<b>Level 7 - District / Juvenile System</b> <ul style="list-style-type: none"> <li>Failed District Contract</li> </ul>	<ul style="list-style-type: none"> <li>Expulsion</li> <li>Entry into Juvenile System</li> </ul>

\* Based on situational severity, school administrators may determine that specific behaviors warrant skipping levels.

(Updated: Mar 1, 2024)

<b>Behavior Contract</b>		<b>Level #</b> ____	School: _____	Date: _____	Student: _____
<small>Your own resolution to succeed is more important than any other. - Abraham Lincoln</small>					
<b>WHY?</b> What behaviors have caused you to be at this level?          			<b>ACTION PLAN</b> What actions will improve behavior in the future?          		
<b>CONSEQUENCES</b> Natural and/or Imposed. Personal and/or Relationships.          			<b>NEEDS</b> What do you need in order to succeed in the action plan?          		
<small>The most important single ingredient in the formula of success is knowing how to get along with people. - Theodore Roosevelt</small>					
Student: _____		Parent: _____		School: _____ Date: _____	

## **Classroom Conduct**

- ❖ Students will be graded for citizenship and must maintain an S or higher to participate in extracurricular activities. Refer to the DCSD Social-Emotional Learning Standards & Citizenship Indicators.
- ❖ Electronic Devices are a privilege in schools. These items must be in the phone holders on the wall unless otherwise directed by the teacher.
- ❖ Food in the classroom is based on teacher discretion. It is the student's responsibility to make sure their messes are cleaned up each day. If food appears to be a major disruption, the principal may ban food from classrooms.
- ❖ Students are expected to comply with all teacher requests, including seating arrangements and following classroom rules.
- ❖ Students are expected to complete assignments and turn them in on time. Assignments will be used to calculate citizenship grades.
- ❖ Students are not to leave the classroom without permission of the teacher, even at the end
- ❖ of the class period.

Students are expected to obey all rules of conduct as outlined in this student handbook.

## **Gymnasium Conduct**

- ❖ Students must wear appropriate dress for the activity he/she is attending. Dress must comply with the student dress code. Any clothing that is revealing or lewd needs to remain out of the gym setting.
- ❖ No food or drink is allowed in the gymnasium during the day.
- ❖ Respect must be shown for the appropriate activity.
- ❖ Sit in assigned grade level areas for assemblies.

## **Hall Conduct**

- ❖ Students are expected to display appropriate behavior in the hallways.
- ❖ Walk, no running, disruptive behavior, horseplay etc.
- ❖ Students are allowed in the halls only between classes or with a hall pass.
- ❖ Students should only use the lockers they are assigned.
- ❖ Keep lockers & surrounding area neat and clean (no stickers).
- ❖ Clean up after yourself.
- ❖ Food consumption is limited to the lunch area.
- ❖ Displays of affection will be limited to hand-holding only.
  - No kissing.
  - No Sitting on each other
  - No Excessive hugging, etc.

## **Bus Conduct**

The school bus is an extension of the classroom, and all classroom rules apply on the bus as well. The Driver is the teacher, and if they ask you to do something, that is the same as a teacher asking, and rules and consequences will apply the same.

Students going to a different drop-off location or riding a different bus must be cleared by the office, with the appropriate time for the office to call the parents and get clearance. A sheet will then be signed and stamped to be given to the bus driver. If the sheet is not stamped and signed, the student will not be permitted to ride the bus.

## **School and Extracurricular Activities Trip Conduct**

Trips are a privilege. When on a trip with the school, the following rules will apply.

- ❖ School demeanor and dress codes are to be followed unless authorized by the chaperone. This includes hats, shorts, etc. Students are representatives of our school and community and should conduct themselves in a manner that promotes our community.
- ❖ If you are involved in any way in a situation where Law enforcement is called, you will lose all of your bus privileges for the remainder of the specified sports season and be removed from the activity for the remainder of the season.
- ❖ You are responsible for your personal belongings. Neither the driver nor the school will accept responsibility for lost or stolen items.
- ❖ Keep your hands and feet to yourself and away from others' personal belongings.
- ❖ Duchesne County School District transportation rules and guidelines will be followed when on a bus trip.
- ❖ Students must ride the bus to all activities unless there is a minimum of two days' notice to the principal for extenuating circumstances. These circumstances might include a wedding, a Funeral, Etc.

### **Eligibility for extra-curricular (2.0/No Fs/No U's)**

{E3}

Students must have a minimum 2.0 GPA with no Fs from the previous grading period. A student who is declared eligible (or ineligible) shall be eligible (or ineligible) for the entire term insofar as academic grades are concerned.

A student may not have any U's from the previous grading period. A student restores eligibility by completing all requirements set forth by the Principal to make up the U. (See Citizenship Policy)

Once a grade has been entered on the report card, it cannot be made up. The grade can only be changed in case of teacher error concerning the grade. All grades are final on the last day of each term.

## **Safe schools**

{E3}

### Safe Schools

This policy is adopted by the Board of Education of Duchesne School District pursuant to UCA 53A-11-901 - 907. The Board intends 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 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 of assisting 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 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 that 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, distribution, delivery, or transfer of imitation controlled substances 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.

### Behaviors Resulting In Suspension/Expulsion

In an effort to provide help/services as well as identify students as possible with 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 the 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 an automatic safe school hearing required.

Severe Step One: Student will be suspended for up to 5 days, referred to local police, and a 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 behavior plan with school administration.

Severe Step Two: Student will be suspended for up to 10 days with a possible safe school hearing to determine if he/she can continue attending school. Student will be offered counseling from the school counseling center.

Severe Step Three: 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 Student Services Director. 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.

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### **Items not allowed at school {E3}**

- Any dangerous weapon, or look-alike
- Any dangerous substance—drugs, alcohol, or imitation, or drug paraphernalia
- Any electronic device, when used in a physically harmful, or in a threatening way
- Any gang-related clothing, hats, jewelry, emblem, badge, symbol, sign, or other things that would evidence membership in a gang
- lighter

The entire District Safe Schools policy may be viewed at the district web site ([www.dcsd.org](http://www.dcsd.org))

## **EMERGENCY PROCEDURES**

In the event of a school emergency, procedures outlined by school and district personnel will be followed.

### **Parent Notifications**

- Alert will be posted on [www.dcsd.org](http://www.dcsd.org) when possible.
- Automated system through Power School will begin calling as soon as possible.
- A personal call will be made using the calling tree and chain of command
- A notification will be sent to parents with directions on the DCSD app.

### **Dismissal**

- Students will be transported by bus to a safe location or walked across the street to the LDS Church as a central gathering place for all students and staff.

- Students being checked out by a parent/legal Guardian, will need to be signed out with school secretary or person in charge of school attendance. Please do not just take your students or tell the teacher in charge. Students will not be released to anyone but a Parent/Legal Guardian
- Our goal and mission are to return all children home safe without confusion or incident.

## **Bullying**

- Definitions as used in Utah law 53G-9-601
- "Abusive conduct" means verbal, nonverbal, or physical conduct of a parent or student directed toward a school employee that, based on its severity, nature, and frequency of occurrence, a reasonable person would determine is intended to cause intimidation, humiliation, or unwarranted distress. A single act does not constitute abusive conduct.
- "Staff bullying" means a school employee, with the intent to cause harm, repeatedly committing a written, verbal, or physical act against a student or another school employee, or engaging in a single egregious act toward another employee involving an imbalance of power, that: (i) creates an environment that a reasonable person would find hostile, threatening, or humiliating; and (ii) substantially interferes with a student's or employee's educational or professional performance, opportunities, or benefits.
- "Staff bullying" does not mean instances of: (i) ordinary teasing, horseplay, argument, or peer conflict; (ii) reasonable correction of behavior by a school employee; or (iii) reasonable coaching strategies and techniques by a school employee who is a coach.
- "Student bullying" means one or more students, with the intent to cause harm, repeatedly committing a written, verbal, or physical act against another student, or engaging in a single egregious act toward another student involving an imbalance of power, that: (i) creates an environment that a reasonable person would find hostile; and (ii) interferes with a student's educational performance, opportunities, or benefits.
- "Student bullying" does not mean instances of: (i) ordinary teasing, horseplay, argument, or peer conflict; (ii) reasonable correction of behavior by a school employee; or (iii) reasonable coaching strategies and techniques by a school employee who is a coach.
- "Cyber-bullying" means using the Internet, a cell phone, or another device to send or post text, video, or an image with the intent or knowledge, or with reckless disregard, that the text, video, or image will hurt, embarrass, or threaten an individual, regardless of whether the individual directed, consented to, or acquiesced in the conduct, or voluntarily accessed the electronic communication.
- "Hazing" means a school employee or student intentionally, knowingly, or recklessly committing an act or causing another individual to commit an act toward a school employee or student that:
  - (A) endangers the mental or physical health or safety of a school employee or student; (B) involves any brutality of a physical nature, including whipping, beating, branding, calisthenics, bruising, electric shocking, placing of a harmful substance on the body, or exposure to the elements; (C) involves consumption of any food,

alcoholic product, drug, or other substance or other physical activity that endangers the mental or physical health and safety of a school employee or student; or (D) involves any activity that would subject a school employee or student to extreme mental stress, such as sleep deprivation, extended isolation from social contact, or conduct that subjects a school employee or student to extreme embarrassment, shame, or humiliation; and

II. (A) is committed for the purpose of initiation into, admission into, affiliation with, holding office in, or as a condition for membership in a school or school sponsored team, organization, program, club, or event; or (B) is directed toward a school employee or student whom the individual who commits the act knows, at the time the act is committed, is a member of, or candidate for membership in, a school or school sponsored team, organization, program, club, or event in which the individual who commits the act also participates.

- The conduct described constitutes hazing, regardless of whether the school employee or student against whom the conduct is committed directed, consented to, or acquiesced in, the conduct.

All incidents of bullying will be investigated and dealt with on a case-by-case basis. Could result in suspension and reported to the Duchesne County School Resource Officer.

Bullying will not be tolerated on any level and needs to be reported to a teacher or the main office immediately.

Bullying by a student or parent toward a teacher or other students will not be tolerated and dealt with appropriately.

## **Food for thought on bullying and the way we treat others.**

1. If a joke makes fun of someone, It's not funny.
2. If a game excludes Someone, it's not a game.
3. If a prank hurts someone, it's not amusing.
4. If a conversation talks about someone who isn't present, it's not appropriate.
5. If friendship is conditional, it's not friendship.

### **If you See any of the following:**

1. Another Student struggling to make friends
2. Another AStudent being Picked On
3. A student who is new, shy, or not with the "in Crowd"
4. A student who is eating alone.

### **Be a Leader! Be a Warrior!**

- Say hi. Smile at them. Ask if you can sit with them.
- Include them. You never know what that person is facing inside or outside of school

## **Fighting**

Fighting will not be tolerated.

- ❖ 1<sup>st</sup> offense: 5 days out of school suspension with a possible court referral.
- ❖ 2<sup>nd</sup> offense: 10 days out of school suspension, referral to the district student services director to determine the future status of the student, and possible court referral.
- ❖ Assault: 10 days out of school suspension, referral to determine the future status of the student, and possible court referral. Assault is classified as any unprovoked fighting or intimidation that results in physical harm of another individual. All students who are involved in an incident are guilty of assault and will be referred to Duchesne County Resource Officers.

## **Language**

Appropriate language is required at all times and all school events. Lewd, vulgar, ethnic, and sexual slurs or otherwise disruptive language and inappropriate gestures on school grounds, school buses, or during school-sponsored events will not be tolerated.

- ❖ 1<sup>st</sup> Offense: Warning depending on the severity of the offense.
- ❖ 2<sup>nd</sup> Offense: Behavior contract will be put into place
- ❖ Additional Offense: Possible in/out of school suspension.
- ❖ Racial and Sexual Slurs will not be tolerated, and a suspension will be issued upon an investigation.

## **Tobacco, Alcohol and Drugs**

- Tabiona is a drug-free school and hopes to instill education to help students understand the harmful and addictive effects of these substances.
- To help keep our schools safe and free from Drugs, we will be using Vape Detectors in the school bathrooms and locker rooms.
- Tobacco, alcohol, and/or drug use is prohibited by students and adults on campus, or at any school-sponsored event.
- Types of banned substances and devices:
  - ❖ Cigarettes
  - ❖ Smokeless tobacco (i.e., chewing tobacco snuff, or dip)
  - ❖ Electronic cigarettes
  - ❖ Vaporizing devices
- Alcohol is any liquid containing alcohol (beer, whiskey, cough syrup, etc.) that may be consumed with the intent of becoming intoxicated.
- Drugs are any medicine or other substance that has a physiological effect when ingested or otherwise introduced into the body.
  - ❖ Prescription Medications
  - ❖ Controlled Substances
  - ❖ Marijuana
  - ❖ Psycho-toxic chemicals, including inhalants (glue, markers, etc.)
  - ❖ Consequences: Adults using tobacco, and alcohol. vaping, drugs, or those are impaired will be asked to leave the school or event. If the adult does not comply the sheriff's office will be called and charges filed.

- Students participating in tobacco, alcohol, vaping, and or drug use will be suspended according to the safe school policy and possibly referred to the Duchesne County Sheriff's Office.

### **Athletic Drug Testing Policy**

All student-athletes must be enrolled in a random drug screen protocol as outlined by Tabiona School and Duchesne County School District. Each week two students participating in extracurricular activities will be selected using a random drawing to be tested. All testing is completely random. If a parent would like to come in and request a drug test for their student, we will perform the test free of charge with written consent.

If a student test positive they will be suspended from the team or activity using the following criteria.

1<sup>st</sup> offense – Student will be suspended for 2 weeks and must complete a course on Edgenuity on drug and alcohol abuse.

2<sup>nd</sup> Offense – The student is suspended for the remainder of the sport or activity season and must complete a drug and alcohol abuse class.

3<sup>rd</sup> Offense – The student will be suspended for the remainder of her/his school career.

Offenses do not start over at the beginning of each year. If a student is caught as a freshman for their first offense, and then again as a junior. Their junior year would be their second offense.

And so on.

In the event of a dirty or positive test, the parent may contest the test given by the school by going to the hospital or other certified drug test entity and paying for a drug test at their own expense and have the results faxed or emailed to the school. The student will be ineligible until the proper test results are returned.

### **Sexual Harassment**

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical communication of a sexual nature. Sexual harassment may include but is not limited to:

- ❖ Verbal, written, or electronic harassment or abuse
- ❖ Subtle pressure for sexual activity
- ❖ Inappropriate patting or pinching
- ❖ Intentional brushing against others
- ❖ Demanding sexual favors
- ❖ Any unwelcome sexually motivated touching

Persons found in violation of this policy will be subject to discipline including but not limited to reprimand, suspension, and possible referral to local police.

**Electronic Devices**  
**Cell phones (Jason)**

{E3} DCSD Policy

5.0710 Student Use of Personal Electronic Devices In Schools  
(Reference: Utah Code 53G-7-226)

5.0710.01 Definitions

"Cellphone" means a handheld, portable electronic device that is designed to be operated using one or both hands and is capable of transmitting and receiving voice, data, or text communication by means of: a cellular network; a satellite network; or any other wireless technology.

"Cellphone" includes: a smartphone; a feature phone; a mobile phone; a satellite phone; or a personal digital assistant that incorporates capabilities similar to a smartphone, feature phone, mobile phone, or satellite phone.

"Smartwatch" means a wearable computing device that closely resembles a wristwatch or other time-keeping device with the capacity to act in place of or as an extension of an individual's cellphone.

"Smartwatch" does not include a wearable device that can only: tell time; monitor an individual's health informatics; receive and display notifications or information without the capability to respond; or track the individual's physical location.

"Emerging technology" means any other device that has or will be able to act in place of or as an extension of an individual's cellphone.

"Emerging technology" does not include school-provided or required devices.

"Listening device" means any device used for the purpose of listening, via bluetooth or other means, to what is being sent from a cell phone, smartwatch or other emerging technology. Listening devices include, but are not limited to, ear buds, headphones, etc.

5.0710.02 Restriction Of Devices

To allow all students to engage in learning during school, with minimal distraction, the following policy applies to all schools in the Duchesne County School District.

Cellphones, Smartwatches, emerging technologies, and listening devices must be turned off and out of sight during school. They may remain in the possession of the student, but cannot be visible in part or whole. This begins when the student arrives at school for the day and ends when students are dismissed for the day. Students will only be allowed to use school-issued electronic devices during class time. Students must keep personal devices off and out of sight during recess, passing time, and every other activity during the school day. As an exception, schools who have an open campus during lunch may allow students to use their personal devices throughout the lunch period. Schools that are a closed campus during lunch shall not allow student use of personal devices during lunch.



- Individuals assume full responsibility for their own technology devices. This includes the device's safety, security and maintenance.
- Personal communication devices and/or devices that can take pictures or videos may not be used in locker rooms or bathrooms at any time.
- No taking, uploading or sharing photos, recording audio, or capturing video during school.
- Students may not have their phone out in the hallway, unless it is an open campus school and it is during lunch time.
- Any disruption to class or other educational activity may result in disciplinary action.

#### 5.0710.03 Exceptions

The following exceptions apply:

A student will be allowed to use a cellphone, smartwatch, emerging technology, or listening device:

1. to respond to an imminent threat to the health or safety of an individual;
2. to respond to a school-wide emergency;
3. to use the SafeUT Crisis Line;
4. to allow for a student to follow their Health Care plan, IEP, or Section 504 accommodation plan;
5. to address a medical necessity;
6. or during the lunch period of an open campus school.

In order to receive an exception, a student and/or their family needs to talk with a school administrator to discuss the nature of the need and the possible accommodations. If both the family and the school administrator agree, the student will be granted a specific exception for their specific need.

#### 5.0710.04 Consequences

Any personal electronic device seen or heard will be confiscated.

- First Offense: The device will be confiscated until the end of the day.
- Second Offense: The parent must come to the school to regain possession.
- Third Offense: The Parent must come to the school to regain possession and pay a fine.
- Fourth Offense: Parent must come to the school to regain possession and pay a fine.
- Additional Offense: The device may be confiscated until the end of the year and/or the student will enter into a behavior contract regarding this (and any other) behavior issue.

Fines collected will go into the school student activity fund to be directly used for student activities such as behavior rewards, positive behavior intervention supports, class rewards for achievement, field trips, etc.

**Tabiona High School has a zero-tolerance policy regarding:**

- ❖ **Use of electronic devices in Locker rooms, restrooms, or dressing rooms.**
- ❖ **Use of Snapchat, Instagram, Twitter, or other social apps for purposes of bullying or intimidation of other students, teams, or schools.**

Expulsion from School is a possible result, as well as a visit with the SRO. (School Resource Officer.

## **Other Disruptive Items**

Items that detract from learning, or may be harmful or disruptive in any way are not to be brought to school. Items will be confiscated and parents will be required to pick them up.

Examples: Skateboards, Rollerblades, laser lights, etc.

## **Visitors(generic)**

{E3} 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 schools will not be allowed to visit.

## **Acceptable Use Policy**

Duchesne County School District has an acceptable use policy that each student must sign and abide by, in order to use any network, electronic device, or computer lab. The entire acceptable use policy is available at [dcsd.org](http://dcsd.org) or in the office at Tabiona High School.

## **ATTENDANCE -**

- I. The following are considered excused absences:
  - (A) Illness (with doctor's Note)
  - (B) Educational/school activities
- 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.
- 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.
- IV. 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 with the same guidelines as listed above.
- V. Attendance on the day of a school-sponsored activity is a requirement. We understand that there are situations beyond your control. If a student misses because of a Dr. Appointment, a note is required to participate in the activity. All other absences must be cleared by the administration before the day of the activity.
- VI. Parents must notify the school before a student leaves school and must call the

morning of an absence to excuse the student for the day with an explanation.

VII. Attendance will be used to calculate a student's citizenship grade. (Refer to the citizenship rubric at the end of the handbook.) If a student has three or more medical excuses, a note from the doctor will be required, or they will also count against the citizenship grade. All other absences will be counted against the citizenship grade.

Attendance is extremely important for the success of your student in their academic endeavors.

### **UNEXCUSED ABSENCE (Truancy)**

Unexcused absence or truancy is defined as any time a student misses a class without permission. A student is also considered truant when he/she is more than 20 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 or guardian in person before the student leaves the school even if the student is 18 years of age. A student cannot be checked out of school to be in attendance in another part of the school. (Example - Seminary to go to Math)

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

The first truancy—Parent notification and a behavior contract with referral to detention.

Additional truanies will require a parent meeting.

The fifth truancy--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.

### **Tardies**

Students are required to be on time for each class.

- ❖ 1<sup>st</sup> Tardy: Warning/Recorded in Power School
- ❖ 2<sup>nd</sup> Tardy: Warning/Recorded in Power School
- ❖ 3<sup>rd</sup> Tardy: Warning/Recorded in Power School
  - Parents contacted by teacher
- ❖ 4<sup>th</sup> Tardy: Recorded in Power School/Parents contacted
- ❖ 5<sup>th</sup> Tardy: Recorded in PowerSchool/ referred to detention and will be ineligible for weeks activities or until detention time is met.

Once a student develops a pattern of habitual tardiness, a behavior contract may be put into place.

### **Attendance Rubric for citizenship grade.**

This is automatically calculated in PowerSchool. All Absences count toward the citizenship grade. If a student falls into the Red for any reason, they are ineligible for extracurricular activities until they are out of the Red.

Study Hall will be offered during lunchtime..

**Duchesne County School District**  
**Attendance / Grades Consequence Matrix**

**Secondary**

		<b>ATTENDANCE</b>																	
		<i>(# of Days Absent per quarter per class. All absences count, except hospitalization.)</i>																	
		0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17+
<b>G R A D E</b>	As																		
	Bs																		
	Cs																		
	Ds																		
	F/M																		
<b>Citizenship Grades</b>																			
<b>H</b>	Honors level of attendance. Keep up the good work.																		
<b>S</b>	Warning: on watch. Keep your grades up and attend class to avoid dropping any further.																		
<b>N</b>	You are in study hall sessions until you get into the green or blue. Coordination with parents will take place.																		
<b>U</b>	Attendance Contract is created in coordination with parents. You are in study hall until the conditions of the contract are met. Possible service opportunities, etc.																		

**(for Pass/Fail Courses)**

**Secondary**

		<b>ATTENDANCE</b>																	
		<i>(# of Days Absent per quarter per class. All absences count, except hospitalization.)</i>																	
		0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17+
<b>G R A D E</b>	P																		
	F																		

## Duchesne County School District Attendance / Grades Consequence Matrix

### Elementary

		ATTENDANCE																	
		(# of Days Absent per quarter. All absences count, except hospitalization.)																	
G R A D E		0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17+
	HP																		
	P																		
	AP																		
	NP																		
<b>H</b>	Honors level of attendance. Keep up the good work.																		
<b>S</b>	Warning: on watch. Keep your grades up and attend class to avoid dropping any further.																		
<b>N</b>	You are in study hall sessions until you get into the green or blue. Coordination with parents will take place.																		
<b>U</b>	Attendance Contract is created in coordination with parents. You are in study hall until the conditions of the contract are met. Possible service opportunities, etc.																		

### Dress code

{E3} Appearance and dress generally affect the behavior of students attending school; therefore, to create the best learning environment possible for all individuals concerned, the following is established Tabiona School policy.

1. Clothing:
  - a. The attire and appearance of students should always be neat and clean.
  - b. All shirts, blouses, or dresses must have sleeves and must cover the shoulder, as well as the entire midsection, and not be low-cut.
  - c. No attire or accessories with writing or pictures depicting or promoting controlled substances, including brand names, or violence shall be worn to school or school-sponsored activities; nor shall attire with vulgar expressions or obscene pictures be permitted on shirts.
  - d. Shoes are to be worn while in school and on the school campus.
  - e. The length of the bottom must extend past the student's fingertips 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.

- f. Bottom attire must sit on the waist of the individual and can not hang below.
  - g. Proper athletic wear should be worn in physical education classes. PE Uniforms are required for secondary students.
2. Hair:
- a. Styled so that it is neat, clean (to protect health), and well-groomed.
  - b. Colored hair is permitted. Hair dye must be permanent enough not to be transferred from the hair. Hair must not be a distraction to learning.
3. Accessories:
- a. Hats/baseball caps are allowed as long as they are not a distraction to learning. Hoodies are not allowed to cover the head.
  - b. Bandanas are not permitted on school grounds.
  - c. Wallet chains are not allowed.
  - d. Belts must be worn properly and tucked into the pant loops. Belts can not be excessively long and hang freely from the body.
4. Piercings are permitted unless they are a distraction to the student or others.
5. Clothing, attire, or accessories that mimic non-human characteristics are not permitted.
6. Wearing, possessing, using or distributing, displaying, or selling any clothing, jewelry, emblem, badge, symbol, sign, or other things which evidence membership in a gang.
7. The principal will determine whether any exceptions to the above criteria are necessary for special school events, activities, or weather conditions.

Violations: Parents will be notified, and the student will have the following options:

- ❖ The parent will bring appropriate clothing.
- ❖ The school will provide clothing for the student for the day (sweats and a t-shirt)

## **DRIVING/PARKING**

Driving and Parking at Tabiona High School is a privilege that may be revoked at any time by school officials.

- ❖ Students must obey all traffic rules.
- ❖ Parking is only permitted in student-designated parking areas located in the rear of the school.
- ❖ No loud exhaust or music in parking lots.
- ❖ Do not park in spaces designated for bus lanes, handicapped, visitors, or employees.
- ❖ No driving between the shop and the school.
- ❖ Vehicles should remain parked except during open campus times (before and after school and at lunchtime).
- ❖ Use of the bus lane during school hours is prohibited.

Vehicles may be towed, parking privileges may be revoked, or fines may be given for infractions.

## **Honors Trip**

The Honors trip will be based on two categories:

- Grades
- Citizenship

This is determined at the end of each quarter, and in the final quarter, the day before the trip occurs.

- Our goal is to help students be responsible for their actions. If a student needs to make up a citizenship grade, they may do so during the next quarter with community service hours.
  - GPA cannot be made up unless the student completes the entire course again, following the state guidelines on grade forgiveness.
- 
- Students must receive a minimum GPA of 3.7 in all four quarters
  - Students must receive an H in their citizenship Grade in all three areas of the Citizenship rubric.

## **Extra-curricular Activities**

- Extra-curricular activities are a privilege.
- The purpose of the UHSAA shall be to administer and supervise interscholastic activities among its member schools according to the Association Constitution and By-Laws. Knowing that student activities are a significant educational force in the development of skills needed to become a contributing member of society, the UHSAA reaffirms that students are the focus and reason for the Association. As such, the Association will provide opportunities that: • Promote sportsmanship and safe competition through standardized eligibility rules. • Provide interscholastic sports, music, speech/debate, and theatre. • Create learning laboratories where practical life situations, teamwork, sportsmanship, winning and losing, hard work, leadership, and cooperation are taught. • Nurture self-realization and build self-confidence. • Promote, through participation, higher academic achievement, better attendance, lower drop-out rates, and positive citizenship
- The central purpose of schooling is the academic program of studies for students. However, supportive to the instructional program is a diverse array of school-sponsored student activities that are frequently an extension of the academic program. They include such things as musical and dance performing groups, speech/debate and sports teams, student publications and government, clubs, and social activities, etc. Those involved in student activities generally achieve better grades, attendance, citizenship, and personal discipline than do nonparticipants.

### **Eligibility for extra-curricular (2.0/No Fs/No U's)**

{E3}

- Students must have a minimum 2.0 GPA with no Fs from the previous grading period. A student who is declared eligible (or ineligible) shall be eligible (or ineligible) for the entire term in so far as academic grades are concerned.
- A student may not have any U's from the previous grading period. A student restores eligibility by completing all requirements set forth by the Principal to make up the U. (See Citizenship Policy)
- Once a letter grade has been entered on the report card, it cannot be made up. The grade can only be changed in case of teacher error concerning the grade. All grades are final on the last day of each term.
- If a student receives a U during the quarter, students are ineligible until the U is made up. (Be in school and do your work)



# Tabiona School

## Fan Code of Conduct Policy

Tabiona Schools, in association Duchesne County School District and the Utah High School Activities Association, encourages participation in interscholastic events and sportsmanship. Sportsmanship is an essential part of any athletic competition and is expected from athletes, coaches, officials, and fans. As a fan/spectator (student or adult) of Tabiona School Activities we expect you to be an example of positive encouragement while supporting our athletes, coaches, and officials. Our behavior should be positive, respectful, and encouraging of the athletes, coaches, officials, and the game.

Attendance at a Tabiona School Activity is a privilege and should not be abused in any way. The arena in which activities are held is an extension of the classroom where we teach fairness, sportsmanship, tolerance, and working together in a positive environment to accomplish one common goal: “Lifetime Success”.

Please join with the players, coaches, and administration in making the “We Will” Sportsmanship Pledge.” Together we can Raise-the-Bar!

- We Will... play fair and play by the rules.
- We Will...represent our school with integrity.
- We Will... treat our opponents with dignity that they have earned.
- We Will... respect the coaches and officials.
- We Will...value our opportunity to compete.
- We Will...thank those who support us.
- We Will... always do our best to achieve what we can achieve Individually and more importantly— as a team.
- And when the game is over We Will shake hands—win or lose. It’s the right thing to do.

Failure to be an example of these athletic practices and or receiving an ejection from an athletic contest, *whether at a home or away event*, will result in the following procedures to be taken:

**First Offense-** The spectator will schedule a meeting with the principal of Tabiona School to discuss the situation, review the expectations of Tabiona School, and to show cause why he/she should not be banned from athletic events. If the ejection is found to be just, the spectator will be banned from all Tabiona School activities (Grades 7-12) for 1 week (7 days), regardless of the sport. If the ejection occurs during the last week of a season, the suspension may carry over to the playoffs or the first week of the next sports season (fall, winter, spring). A letter will be sent by the principal to the spectator in question notifying them of the ejection and the dates they are prohibited from attending Tabiona School athletic events (Grades 7-12)

**Second Offense-** The spectator will schedule a meeting with the principal to discuss the situation, review the expectations of Tabiona School, and show cause why he/she should not be banned from athletic events. If the ejection is found to be just, the spectator will be banned for the remainder of all sports during that season. If the ejection occurs during the last game, the spectator may be suspended from all sporting events during the next Sports Season (Fall-Winter-Spring), regardless of the sport. A letter of ejection will be sent from the office of the principal notifying the spectator of the ejection and the dates they are prohibited from attending Tabiona School athletic events (Grades 7- 12).

**Third Offense-** The spectator will schedule a meeting with the principal and superintendent to discuss the situation, review the expectations of Tabiona School, and show cause why he/she should not be banned from athletic events. If the ejection is found to be just, the spectator will be banned for one calendar year, from the date of the 3rd offense. A letter of ejection will be sent from the office of the Superintendent notifying the spectator of the ejection and the dates they are prohibited from attending district athletic events.

**Racial Slurs –** Tabiona School has a zero-tolerance policy regarding racial slurs. If a racial slur of any kind is heard during the contest, the spectator will be removed immediately and will schedule a meeting with the principal and superintendent to discuss the situation, review the expectations of Tabiona School, and show cause why he/she should not be banned from athletic events. If the ejection is found to be just, the spectator will be banned for one calendar year, from the date of the offense. A letter of ejection will be sent from the office of the Superintendent notifying the spectator of the ejection and the dates they are prohibited from attending district athletic events.

Any athletic official, including but not limited to contest officials, athletic directors, principals, assistant principals, and game site supervisors in an administrative role on the site, may uphold enforcement of an ejection.

While the Fan Code of Conduct encompasses behavior expectations and consequences for both student and adult fans, Tabiona School administrators may apply further consequences to a student ejected from a contest due to the student violating the Student Handbook.

Please sign this document and return it with your student before the end of the 1st week of school.

Thank you,  
Mr. Jenkins

Acknowledgment:

As the parent of \_\_\_\_\_, I have sat down and discussed the items listed in the Student handbook with my Student. I am willing to comply with the guidelines listed in the handbook.

Parent Signature

Student Signature

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