

**TABIONA HIGH SCHOOL**



**TABIONA UTAH**

# 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

## 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 your supposed to be.
- Do what your supposed to do.

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

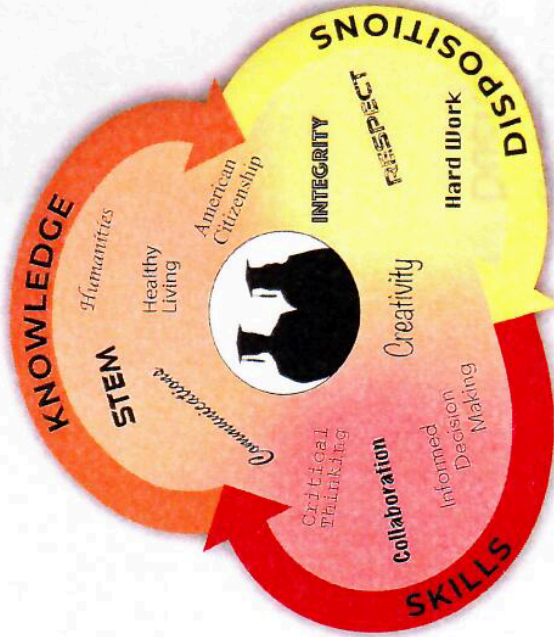


## Duchesne County School District

### 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 . . .



# TABIONA SCHOOL and DUCHESNE COUNTY SCHOOL DISTRICT CALENDAR JULY 2024 - JUNE 2025

First Day of School August 20th

Approved: August 17, 2023

**July 2024**

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 2024**

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 2024**

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 2024**

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	22QE	23	24	25	26
27	28QB	29	30	31		

**November 2024**

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
14	25	26	27	28	29	30

**December 2024**

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 2024**

Sept. 2	Labor Day
Oct. 23	Training Day/No Students
Oct. 24 - 25	Fall Break

**November - December 2024**

Nov. 27 - 29	Thanksgiving
Dec. 23 - Jan 1	Christmas Break

**January - February 2025**

Jan. 2-3	Training Day/No Students
Jan. 20	Martin Luther King Day
Feb. 17	Presidents Day

**March - May 2025**

Mar. 31-April 1	P/T Conf Trade Days
April 2-4	Spring Break
May 23	Last Day of School

**Graduation Days**

Basin Online	Thursday	Jan. 16
Basin Online	Tuesday	May 20
Adult Ed	Wednesday	May 21
Tabiona	Thursday	May 22
Altamont	Friday	May 23
Duchesne	Friday	May 23
Union	Friday	May 23

**Deadline Dates**

Aug. 16, 2024	Proof of Lane Change and License Completion to District Office
Feb. 3, 2025	Sabbatical Leave Requests to District Office
Mar. 3, 2025	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)

## Tabiona Information

Purple dates - Student Days  
Red Days - Teacher Contract Days No Students

Friday Dates -  
August 23  
September 6  
Jan 24  
Feb. 21

Friday times - 8:00 am - 1:48 pm

**January 2025**

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

**February 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	

**March 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	18QE	19QB	20	21	22
23	24	25	26	27	28	29
30	31					

**April 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
20E	21	22	23	24	25	26
27	28	29	30			

**May 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

**June 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					

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

<b>Teacher Supervision Time</b>	<b>7:30</b>
<b>Bell Rings</b>	<b>7:55</b>
<b>1<sup>st</sup> Period</b>	<b>8:00-9:06</b>
<b>2<sup>nd</sup> Period</b>	<b>9:09-10:15</b>
<b>Intervention/Advocate</b>	<b>10:18 – 10:38</b>
<b>3<sup>rd</sup> Period</b>	<b>10:41-11:47</b>
<b>Lunch</b>	<b>11:47 – 12:13</b>
<b>4<sup>th</sup> Period</b>	<b>12:13-1:19</b>
<b>5<sup>th</sup> Period</b>	<b>1:22-2:28</b>
<b>6<sup>th</sup> Period</b>	<b>2:31-3:37</b>
<b>Busses Leave</b>	<b>3:40</b>
<b>End Teacher Supervision</b>	<b>4:00</b>

**Friday**

<b>1<sup>st</sup> Period</b>	<b>8:00-8:50</b>
<b>2<sup>nd</sup> Period</b>	<b>8:54-9:44</b>
<b>3<sup>rd</sup> Period</b>	<b>9:48-10:38</b>
<b>4<sup>th</sup> Period</b>	<b>10:42-11:32</b>
<b>Lunch</b>	<b>11:32-11:58</b>
<b>5<sup>th</sup> Period</b>	<b>11:58-12:48</b>
<b>6<sup>th</sup> Period</b>	<b>12:52-1:42</b>

## **ACADEMIC REQUIREMENTS**

**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 area that the released time is for.

### **Academic Honesty**

All students at Tabiona High School are expected to do their own work.

- Any cheating or plagiarism will result in a parent contact.
- Student growth comes as students work and achieve success on their own merit.

### **Grading**

- Teachers will keep grades up to date and entered each week. Eligibility will be determined as to what is entered in Powerschool.
- When an assignment or test is given, a student can make up that grade. They will be provided (2) Two weeks to make up grades at which point the grade becomes final and cannot be changed. The grade is final at the end of the term when grades are posted. 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.

### **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 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 Credits):
  - 1 Credit (United States History)

- o 0.5 Credit (Geography)
- o 0.5 Credit (Civilization)
- o 0.5 Credit (United States Government and Citizenship)
- o 0.5 Credit (Local Education Agency (LEA) Discretion)
- Directed Coursework (3.5 Credits):
  - o 1.5 Credit (Fine Arts)
  - o 1 Credit (Career and Technical Education (CTE))
  - o 0.5 Credit (Digital Studies)
  - o 0.5 General Financial Literacy
- Physical Education Health (2 Credits):
  - o 0.5 Credit (Health)(Required)
  - o 0.5 Credit (Participation Skills)
  - o 1.0 Credit (Fitness for Life) (Required - Combination of Classroom and gym)
  - o 0.5 Credit (Individualized Lifetime Activities)
  - o Optional: 1.0 Credit Maximum (Team Sport/Athletic Participation)
    - Can be used in place of Participation Skills or Individualized Lifetime Activities only.
- Required Electives (24.5 Credits)
- Total Credit Hours (44)

## **Citizenship -**

A citizenship grade will be put on the report card this year. It will consist of three area. 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 study hall at lunch time and after school. Study hall and behavior consequences will be determined by the Principal and teacher.





## Duchesne County School District Citizenship Proficiency Scale



- 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 2025-26 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 or 1	<input type="checkbox"/> 90-100% of work is competently completed
<b>S</b> (Satisfactory)	<input type="checkbox"/> S (Green) matrix	<input type="checkbox"/> On Level 2	<input type="checkbox"/> 75-89.9% of work is competently completed
<b>N</b> (Needs Improvement)	<input type="checkbox"/> N (Yellow) matrix	<input type="checkbox"/> On Level 3 <i>(must include teacher intervention plan)</i>	<input type="checkbox"/> 60-74.9% of work is competently completed
<b>U</b> (Unsatisfactory)	<input type="checkbox"/> U (Red) matrix	<input type="checkbox"/> On Level 4 or Higher <i>(must include admin and a contract)</i>	<input type="checkbox"/> 0-59.9% of work is competently completed
<b>Make Ups?</b>	Yes. <i>Get the Grade Up</i>	Yes. <i>Improve the Level</i>	Yes, <i>withinin teacher established deadlines.</i>

\* Classwork Citizenship is only for those teachers who use "collected" for the "assignments" in powerschool. Teachers establish the cut score for each assignment with modifications for those with an IEP.

## **Valedictorian/Salutatorian**

- Early graduation will disqualify a student for this honor.
- All Students with a 4.0 GPA or person with highest GPA will be recognized as a Valedictorian.
- The Graduation speaker will be determined through a tryout process of a panel of teachers, staff, and community members.
- The salutatorian will only be honored if there is one clear Valedictorian candidate

## **Concurrent Enrollment**

- Students will be allowed into concurrent Enrollment courses based on referral from the Counselor and Principal after parents come in with the student and discuss the guidelines of the college courses.
- Grades are put on the High School Transcript exactly as they are listed on the college transcript. And do affect student eligibility.
- The student is responsible for keeping up on their own work and completing the assigned work. Parents and school cannot see grades until they are posted by the college. Most courses are on Canvas and if a parent wants to help track a student, they must do it through their student.

## **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 beginning the 2022-23 school year. 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 credit 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 that have Honors as well as maintain a 3.7 GPASCHOOL 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. The school board must clear trips no later than the March Board meeting, which is generally held the second Thursday of each month. 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 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

## **SAFE SCHOOLS**

### **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 against another student or a district employee.

- Continued willful disobedience or open and persistent defiance of proper authority;
- Willful destruction or defacing of school property;
- Behavior, or threatened behavior that 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;
- Behavior that unreasonably disrupts or interferes with the educational process for other students;
- Sale, gift, delivery, transfer, possession, control, distribution, and/or use of drugs, alcohol or tobacco within one thousand (1,000) feet of school property or any school-sponsored event;

### **Habitually Disruptive Behavior**

A student may be suspended/expelled when he/she is habitually disruptive and has failed or refused to comply with his/her remedial discipline plan.

- When a student has caused his/her first serious, willful or overt disruption, the student's principal/designee shall develop a remedial discipline plan to assist the student in altering his/her conduct to avoid the occurrence of another disruption. The principal/designee will review the plan with the student at the time it is implemented.
- A "habitually disruptive student" is one who has caused disruption in the classroom, on school grounds, in a school vehicle, or at school sponsored activity or event more than five (5) times during a school year and whose behavior is willful and overt and has required the attention of school employees.

### **Expulsion for Misconduct Off School Property**

A student may be expelled, as provided in this policy, for misconduct off school premises associated with the school or property of a person associated with the school.

### **Mandatory Suspension/Expulsion**

Students must 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, within one thousand (1,000) feet of school property, or within one thousand (1,000) feet of and in conjunction with a school sponsored activity, or is directed against another student or a district

employee.

- Possession, control, or actual or threatened use of a real, look alike or pretend weapon, explosive, noxious, or flammable material.
- Sale, control, transfer, or distribution of a drug or controlled substance or drug paraphernalia
- Sale, control, distribution, delivery, or transfer of imitation controlled substances.
- 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 a class A misdemeanor;
- Assault of a teacher or other individual

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.

# STUDENT BEHAVIOR

## 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)

### 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 there is not a stamped and signed not 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 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-day notice to the principal for extenuating circumstances. These circumstances might include a wedding, Funeral, Etc.

## **Bullying**

Bullying is defined as the repeated intimidation of others by real or threatened infliction of physical, verbal, written, electronically transmitted, or emotional abuse, or through attacks on the property of another. This can include after school activities.

Cyber bullying is defined as: Student use a cell phone, the internet, or other communication device to send or post text, pictures, or videos intended to threaten, harass, humiliate, or intimidate other students. This can and will include all posts on social media even if posted after school hours.

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 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.

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, which 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 who 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**

Use of Electronic devices is by teacher permission only.

All electronic devices need to be placed in the proper holder as students enter the class. If parents need to contact their students, please call the office at (435)738-1320. Students will not be allowed to answer texts or phone during class time unless there is an extenuating circumstance and the parent has contacted the office.

All classroom rules and consequences regarding electronic devices should be presented in class disclosure statements. Any electronic device seen or heard during instructional time will be confiscated unless the device is deemed necessary for instruction by the teacher.

**First Offense:** 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.

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

### **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 used 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.

## **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 leaving 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 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 15 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 truancies 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 to 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.
- 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 Yellow for any reason they are ineligible for extracurricular activities until they are back in the green.

Study Hall will be offered during lunchtime and after school until 4:10.

## 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+
G R A D E	As	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17+
	Bs	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17+
	Cs	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17+
	Ds	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17+
	F/M	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17+
Citizenship Grades																			
H	Honors level of attendance. Keep up the good work.																		
S	Warning: on watch. Keep your grades up and attend class to avoid dropping any further.																		
N	You are in study hall sessions until you get into the green or blue. Coordination with parents will take place.																		
U	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+
G R A D E	P	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17+
	F	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17+

## Duchesne County School District Attendance / Grades Consequence Matrix

### Elementary

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

### 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.

### Student Dress Policy

Appearances and dress generally affect the behavior of students attending school. To create the best learning environment possible for all individuals concerned, the following is established district policy:

- All shirts, blouses, and dresses, must have a sleeve or cap to cover the shoulder; (no exposed cleavage). The entire mid-section and chest area must be covered (during all activities: bending, sitting, or stretching).
- Attire or accessories with writing or pictures depicting controlled substances or illegal activities are not to be worn to school or school-sponsored activities.
- Attire with vulgar expressions, obscene pictures, or negative



- connotations is not permitted (ex. bracelets, certain numbers)
- Undergarments must be fully covered.
  - Dirty, 'grubby', revealing, or mutilated clothing is not acceptable.
  - Chains and Spikes are not allowed.
  - Pants with holes must not have holes higher than fingertips if standing straight and hands dangling elbows straight.
  - Shoes (appropriate footwear or footwear) are to be worn while in school or on the school campus.
  - Shorts and skirts must not be shorter than or have slits higher than 2 inches above the kneecap.
  - Any clothing with gang affiliation is prohibited. This includes baggy pants etc.
  - Hair must be styled so that it is neat, clean, and well-groomed. Hair color needs to reflect natural colors (minimal color will be allowed at principals' discretion) and must be styled so that it does not interfere with the student's vision or create a situation that detracts from the educational process and environment. (This includes facial hair).
  - 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 only 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 infraction  
Honors Trip

## **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
  - Students must receive an H in their citizenship Grade in all three areas of the Citizenship rubric.

# 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 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 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 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 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

---

---