

Duchesne County School District - Policy Recommendation

1.0711 Principal: Specific Duties/Responsibilities

Existing Policy	Recommended Policy
<p>1.0711.03 <b>TRAVEL POLICY</b> Issue date: 11/00</p> <p>Each principal is credited \$267 per year toward expenses for travel to a national convention. This may be used for curriculum improvement and may be accumulated from year to year to a maximum of \$1,600.</p>	<p>1.0711.03 <b>TRAVEL POLICY</b> Issue date: 2/5/2026</p> <p>Each principal will be reimbursed for travel expenses accrued during the discharge of their duties. Out-of-state travel needs to be approved by the board.</p>
<p>1.0711.05 <b>MANDATORY SCHOOL DRUG USE REPORTING POLICY</b> Issue date: 4/25/96</p> <p>Due to the passage of House Bill 205 (1986), an Act which requires certain educators to report students' drug use to parents and to report students' drug use to parents and permitting certain educators to report to law enforcement agencies, the following is adopted as policy:</p> <ol style="list-style-type: none"><li>1. Whenever an educator has reasonable cause to believe that a student at the public school where the educator is employed has committed a prohibited drug use act, she shall immediately report said act to the school's designated educator.</li><li>2. Each school principal is required under this policy to appoint one educator as the "designated educator," for reporting purposes.</li><li>3. The designated educator, upon receiving a report of a prohibited act from an educator pursuant to Section 53-22b-2, shall immediately report that to the student's parent or legal guardian, and will report that to an appropriate law enforcement agency or official. The designated educator may not disclose to the student's legal guardian the identity of the educator who made the initial report.</li><li>4. An educator who in good faith makes a report under this chapter is immune from any</li></ol>	<p>1.0711.05 <b>MANDATORY PROHIBITED ACT REPORTING</b> Issue date: 2/5/2026</p> <p>School employees shall immediately report to the school principal(s) any reasonable belief that a violation of the following policy has occurred, if occurring while the student is in the classroom, on school property, or during school-sponsored activities, regardless of location or circumstances:</p> <ol style="list-style-type: none"><li>1. Uses foul, abusive, or profane language while engaged in school-related activities;</li><li>2. Illicitly uses, possesses, or distributes a controlled substance, drug paraphernalia, a tobacco product, an electronic cigarette product, or an alcoholic beverage; or</li><li>3. Hazes, demeans, or engages in assaultive behavior, whether consensual or not, including behavior involving physical violence, restraint, improper touching, or inappropriate exposure of body parts not normally exposed in public settings, forced ingestion of any substance, or any act which would constitute a crime against a person or public order under state law.</li></ol> <p>Failure of a person holding a professional certificate to report these prohibited acts as required under this policy constitutes an unprofessional practice.</p> <p><i>Utah Code § 53G-8-209 (2025)</i></p> <p><b>School District Location Defined—</b></p>

liability, civil, or criminal, that might otherwise result from that action.

5. The use/possession/distribution of illicit drugs is illegal and harmful.

6. The District will provide the parents, students and employees with information concerning alcohol and drug counseling, and rehabilitation programs, and with copies of mandated standards of conduct and consequences.

7. Any employee so involved with illegal drugs or alcohol will receive disciplinary sanctions consistent with local, state and federal law up to and including termination of employment and referral for prosecution.

“School district location” means in any school building or on any school premises; on any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or school activities; off school property at any school-sponsored or school-approved activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district; or during any period of time such employee is supervising students on behalf of the school district or otherwise engaged in school district business.

#### ~~1.0711.06 CONTROLLED SUBSTANCES POLICY~~ Issue date: 4/25/96

The use, possession or exchange of a controlled substance on any school property, in any building owned or operated by the Board or at any activity sponsored by the school whether on or off school property or within one thousand (1,000) feet of school is a violation of the law and is prohibited.

Controlled substances are defined as, but not limited to, alcohol, tobacco (including smokeless), marijuana, cocaine, heroin, or any legally controlled or non-prescribed stimulant, sedative, hallucinogen or tranquilizer which is by content so identified, regardless of name of origin. Each school will abide by local school policy for tobacco (including smokeless). Use of drugs and/or alcohol will have the following consequences:

1. Violation 1
  - Suspension of students for five (5) days and referral to juvenile court or other action as determined by local school administrator.
  - Thompson School is a special education school and will not accept students for misuse of a controlled substance as their primary violation.

#### **1.0711.06 CONTROLLED SUBSTANCES AND REPORTING POLICY** Issue date: 4/25/96

The use, possession or exchange of a controlled substance on any school property, in any building owned or operated by the Board or at any activity sponsored by the school whether on or off school property or within one thousand (1,000) feet of school is a violation of the law and is prohibited.

Controlled substances are defined as, but not limited to, alcohol, tobacco (including smokeless), marijuana, cocaine, heroin, or any legally controlled or non-prescribed stimulant, sedative, hallucinogen or tranquilizer which is by content so identified, regardless of name of origin.

#### **Duty to Report Student Use or Possession of Illegal Drugs or Alcohol—**

A school employee with reasonable belief that a student has used or possessed alcohol or illegal drugs, counterfeit substances, or any associated paraphernalia at a school district location, or during a

## 2. Violation 2

a. After due process, the referring principal will ask for expulsion of the student by the Board.

Other professional service agencies will be asked to provide adequate support and placement for these students.

~~Reporting of violations will be carried out in accordance with the 1986 H.B.205 and M.B.241 which indicate that educators and others who have reasonable cause to believe that a student is in violation shall report such use to parent or guardian and have the option of involving law enforcement agencies.~~ Duchesne County Schools will notify law enforcement first, then parents or guardians.

## 3. Reporting:

a. ~~School authorities may search lockers, persons, or personal belongings for purposes of acquiring evidence of use, possession, or exchange of controlled substances at any time. Methods and measures used for the search are to be reasonably related to the objectives of the search and not excessively intrusive in the light of the circumstances, including the age and sex of the person involved and the nature of the infraction. When a school authority conducts a search, at least one other educator is to be present, and law enforcement may be present if possible. Use of canine (sniffing dog) will be used at any time in searches for controlled substances in all Duchesne County Schools.~~

## 4. Education:

a. ~~The District will continue to provide instruction on the harmful effects of alcohol, tobacco, and other controlled substances. Review and upgrading of these instructional offerings will be continually in progress so that the latest and most effective methods of latest and most effective methods of instruction will be utilized.~~

school-sponsored activity, shall immediately report that fact to the school's administrator.

[Utah Code § 53G-8-501 \(2018\)](#) [Utah Code § 53G-8-502 \(2018\)](#) [Utah Code § 58-37-8 \(2025\)](#)

### Notice to Law Enforcement and to Parent or Legal Guardian—

Upon receiving a report from a school employee of student use or possession of illegal drugs or alcohol, counterfeit substances, or any associated paraphernalia at a school district location, the school administrator(s) shall investigate the matter.

School authorities may search lockers, persons, or personal belongings for purposes of acquiring evidence of use, possession, or exchange of controlled substances at any time. Methods and measures used for the search are to be reasonably related to the objectives of the search and not excessively intrusive in the light of the circumstances, including the age and sex of the person involved and the nature of the infraction. When a school authority conducts a search, at least one other educator is to be present, and law enforcement may be present if possible. Use of canine (sniffing dog) will be used at any time in searches for controlled substances in all Duchesne County Schools.

If the school administrator(s) develop a reasonable belief that the student has used or possessed alcohol or illegal drugs, counterfeit substances, or any associated paraphernalia at a school district location, or during a school sponsored activity, the school administrator(s) shall first contact local law enforcement, then immediately report the information to the student's parent or legal guardian.

### Immunity for Good Faith Reporting—

A school employee who, in good faith, reports student use or possession of illegal drugs or alcohol, counterfeit substances, or any associated paraphernalia at a school district location in accordance with these provisions is immune from any civil or criminal liability resulting from that action.

[Utah Code § 53G-8-504 \(2018\)](#)

	<p><b>Education—</b></p> <p>The district will continue to provide instruction on the harmful effects of alcohol, tobacco, and other controlled substances. Reviewing and up-dating these instructional offerings will be continually in progress so the latest and most effective methods of instruction will be utilized.</p> <p>Replace 3.0750 with the wording to the right.</p> <p>Change the existing 3.0750 policies to the number 3.0760.</p> <p><b>1.0711.07 VENDING MACHINE FUNDS</b> <i>Issue date: 4/25/96</i></p> <p>Profits obtained from vending machines by individual schools are to be properly accounted for by individual schools and wisely used for student purposes.</p> <p>These funds are not to be utilized for personal benefit.</p> <p><b>3.0750 MANDATORY REPORTING</b></p> <p><b>3.0750.01 MANDATORY PROHIBITED ACT REPORTING</b></p> <p>See section 1.0711.05</p> <p><b>3.0750.02 CONTROLLED SUBSTANCES AND REPORTING POLICY</b></p> <p>See section 1.0711.06</p> <p><b>1.0711.07 VENDING MACHINE FUNDS</b> <i>Issue date: 4/25/96</i></p> <p>Profits obtained from vending machines by individual schools are to be properly accounted for by individual schools and wisely used for student or staff purposes.</p> <p>These funds are not to be utilized for personal benefit.</p>
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