

Basin Online School



Parent / Student Handbook

District Learning Center - Basin Online School
1091 East Lagoon Street
Roosevelt, UT 84066
(435) 725-4491

<https://www.facebook.com/BasinOnlineSchool>
<https://bo.dcsd.org>

Table of Contents

Mission	3
Vision	3
Goals	3
Values	3
Enrollment Requirements	4
Staff Expectations	5-6
Student Expectations	6-7
Student Code of Conduct	8
Cheating/Plagiarism	7
Parental Expectations	8-9
Responsibilities of Active Learning Coach	8-9
Attendance Policy	10
Courses	11-12
Dual Enrollment	12
Contact Information	12-13
Testing	14
Students with Special Needs.....	15
Gifted and Talented	15
Grading/Credits(also see pages 17-19).....	15-16
Citizenship Proficiency Scale.....	17
DCSD Behavior Intervention Levels	18
Attendance Matrix	19
DCA Information.....	20
Progress Monitoring.....	21
Events and Activites.....	21
Help Lines	21-22
Bullying/Safe School/Sexual Harassment	22-23
Graduation Requirements	24-28
Technology	29-31
AI Policy	32-33

Basin Online School

“Transforming the Way We Learn”

Mission:

To provide Uintah Basin Students with a high-quality and effective way of learning online which will prepare the student for advancement into college, career, or preparation for life experiences.

Vision:

To be a valuable, significant, and comprehensive educational alternative to a traditional in-school experience for a student. To allow and encourage students to excel in their educational interests and objectives at a pace that is commensurate with their talents and abilities.

Goal:

- *Students at Basin Online will increase their benchmark scores for Expressions and Equations (6-8th) and Reasoning with Equations and Inequalities (Math 1-3) 5% by quarter 3 benchmarks for the school year of 2024-2025.*
- *75% of students will be actively participating in the coursework by Spring 2025 as shown by the completion of coursework.*
- *Students and staff will learn the value of integrity, responsibility, hard work, resilience, service, and respect as well as incorporate these traits into their life.*
- *Students and staff will take appropriate actions to continually bolster their mental health.*

Values:

At Basin Online we value:

- The opportunity for accelerated personalized learning which allows students to progress at a quicker pace anywhere and anytime with support as needed.
- Instruction in a flexible setting.
- The opportunity for students to accelerate their learning with a comprehensive catalog of courses.
- Curriculum aligned to state standards.
- Programs that are engaging and easy to use.
- Honesty and integrity in the completion of course work.
- The opportunity for students to complete meaningful projects and/or internships in the community to apply skills and enhance learning.

Enrollment Requirements:

Enrollment in Basin Online is open to all students in grades 6th through 12th grade in Duchesne County School District who are taking the majority of their courses online and complete both enrollment steps, the criteria listed below:

Step One:

- Meet with Principal and complete the Parent/Student Expectation form
- Attend Parent/Student Introduction with Advocate Teacher
- Valid/Active parent AND learning coach (if different than parent) email and phone number
- Proof of Internet Access and a Device or signed contract.
- Technology Requirements:
 - ❑ Reliable computer or Chromebook per student (no cell phones or tablets)

- ❑ Operating system Mac = OS X with Mac OS 10.7 or later; PC - Windows 10 or 8 (or later)
- ❑ Chrome Browser
- ❑ Provide and maintain High-Speed Internet Access
- ❑ Web Camera (built in or external)
- ❑ Microphone (built in or external)
- ❑ Printer/Scanner highly recommended
- For Dual enrollment meet with boundary schools to determine if schedule can be worked out. Students may take up to 4 courses from their boundary high school while enrolled in Basin Online **if they are not credit deficient.**
- Schedule through [PickTime](#) for Step Two

Step Two Online Only:

- Attend Parent/Student Orientation
- Sign up with Family Portal

Staff Expectations:

Staff are expected to conduct themselves in a professional manner and adhere to district guidelines and policies.

Basin Online Staff will:

- Attend PLC meetings weekly
- Correct assignments and provide feedback to students in a timely manner
- Collaborate with Advocate teachers to improve student learning and engagement
- Provide high-quality learning and interventions
- Respect the school, students, staff and families
- Consistently provide a warm, safe, and caring learning environment for students and families.
- Have high expectations and encourage students to meet their educational goals

- Provide a variety of meaningful interventions to support student learning
- Provide rigorous curriculum
- Communicate regularly with families about student progress
- Participate in professional development opportunities to increase effectiveness

Student Expectations:

Be Self-Disciplined and Motivated: A self-disciplined and motivated student finds the time each day and week to complete courses. They are able to work independently without constant supervision from a classroom teacher. They find the time to read, watch instructional videos, and study the content. They should avoid distractions like TV, phones, and video games. Online learning may be challenging and requires self-discipline and motivation however it also provides the advantage of flexibility. Give your best effort.

Be Responsible: Students are expected to check in with Basin Online School Staff a minimum of once a month if on track (scheduled through [PickTime](#)). During these check-ins, students will set goals and have time to ask questions or receive additional support from Basin Online School Staff with current courses. Students are expected to meet their goals. If monthly appointments are not met and progress is not made then students and Active Learning Coach will be required to meet with Basin Online School Staff in person and work on courses with staff supervision for a minimum of two hours per week until it is determined that adequate progress is being made.

Be Academically Honest:

Course Integrity: Basin Online School expects students to follow the Student Code of Conduct and DCSD Acceptable Use policies. Students are

expected to complete and submit their own work and provide appropriate citations when necessary. We have software that allows us to track plagiarism and AI generated work. If a student is caught plagiarizing, they will be warned and the assignment will require a resubmission. This is a one-shot deal! Any plagiarized work turned in after that may receive a zero and a referral to the principal for cheating.

Testing Integrity: All tests will be taken in the Basin Online School testing lab with a proctor unless prior arrangements are made with their teacher to be proctored online. Students must be logged into their district google accounts when testing either in the building or online. **In building tests,** students will be required to check in their phones and any other electronics to the test proctor, students must have completed notes. **Online tests,** students must send notes to teachers a minimum of 2 hours prior to scheduled test, students must have a second camera that shows desk area and share their computer screen, students must test in a quiet location. Any Student caught cheating on any test may receive a failing grade on that assignment, as well as a formal report to the Principal. Students will be required to redo the section of the course they cheated on. ****See Code of Conduct** Online testing can be revoked at any time.**

Be Respectful: Basin Online embraces diversity and expects students to help create a culture of acceptance, safety, and respect for everyone. All students are accepted and respected.

Part of being respectful includes being on time for Zoom meetings, and following procedures while on Zoom meetings, live classes, or in the building. Be on time for Picktime appointments, turn in work by the due date, and respond to emails in a timely manner.

Student Code of Conduct:

Basin Online Students are expected to:

- Complete all course work with academic integrity promoting hard work and honest effort.
- Keep passwords and usernames confidential.
- Conduct themselves in a manner that contributes to a productive learning atmosphere for themselves and their classmates.
- Participate in weekly check-ins and actively work toward goals.
- Use various technologies and software appropriately as outlined in the DCSD Acceptable Use policy (included in the registration packet)
- Basin Online is a closed campus. Parents must excuse students if they leave campus.

Conduct considered unacceptable:

- Completing coursework for another student
- Allowing coursework to be completed by another person
- Plagiarizing coursework and submitting it as your own
- Using the internet to search for answers on tests or quizzes
- Disrespectful communication with other students or Basin Online staff members.

Parental/Guardians Expectations:

- Support student efforts in their schoolwork by providing mental, emotional, environmental, technological, and other material needs.
- Communicate with Basin Online staff in a timely manner during office hours including checking emails and responding to Basin Online staff.
- Encourage two-way communication between students and teachers.
- Keep Basin Online aware of address, telephone, and email address changes to ensure uninterrupted communication.
- Monitor student progress and actively seek intervention for their child when any questions or concerns arise.
- Providing necessary learning materials

- Providing transportation for students, to the District Learning Center for testing and interventions
- Attend school events when possible such as Monthly Advocate Meetings (mandatory), Thursday Night Live, Art/Literacy Night, etc.
- Helping their student(s) to be aware of learning needs and how to appropriately advocate for those needs.
- Basin Online must be contacted with phone numbers or email changes within 48 hours.

All Parents will be required to be their child's **Active Learning Coach** or designate a responsible adult with adequate technology skills to fill this role. Active Learning Coaches must meet with advocate teachers. Parents/Guardians are still ultimately responsible for ensuring active participation and progress in all coursework from home. Current contact information for the Active Learning Coach must be provided to Basin Online and be updated in the event of a change.

Active Learning Coach Requirements:

- Establishing a safe and designated learning environment
- Ensure your child is on track with assignments and coursework
- Check the Attendance Log for your student at the end of each day, and make a plan with the student for the next day
- Read and respond to weekly emails sent by your advocate teacher
- Collaborate with your advocate teacher and student in a monthly meeting to set goals, monitor progress, etc.
- Provide side-by-side support as needed
- Attend in-person interventions as needed
- Basin Online must be contacted within 48 hours with any changes in the active learning coach including emails and phone numbers.

It is the responsibility of the Active Learning Coach to help prepare their child for online learning success and to provide motivation and guidance throughout the school year. Basin Online staff will provide the curriculum and academic support for students.

Student Engagement / Attendance Requirements:

- Students will complete 10%-15% in each course, each week**.
- Students and Parents will meet with the Advocate teacher once a month. This communication can be in person or video conference. Parents and students cannot miss more than 1 meeting with their advocate teacher during the year.
- Students will be required to attend all scheduled LIVE classes including their weekly executive skills live course given by their advocate teacher. Students will miss no more than 2 live classes per quarter.
- ❖ **Students not meeting the requirements above** will result in a mandatory intervention meeting with the advocate and Principal, and an Academic Success Plan will be implemented. Students may be dropped from the program if the Academic Success Plan is not followed. After being dropped from the program the student and parent/guardian will be shown how to re-enroll at Basin Online or in an appropriate brick-and-mortar school.

**Meeting the minimum requirements will not guarantee passing grades

Re-enrollment after a 10-day drop:

- Meet with at least: Principal, Counselor, and advocate teacher
- Academic Success Plan
- Proof of internet access, working email, working phone, and device (no smartphones or tablets) of parent and learning coach (if different from parent).
- Pay a \$25 re-enrollment fee.

Failure to follow Basin Online Attendance Policies and Re-enrollment steps when necessary will be considered a voluntary withdrawal from the Basin Online School. After a voluntary withdrawal, the student and parent/guardian will be shown how to re-enroll or enroll in an appropriate brick and mortar school.

Courses:

Students will be taking courses through Edgenuity and Canvas. Students who want to be on an advanced track must consult with the school counselor and principal to develop a plan. Students must complete all courses on their current schedule and credit recovery courses before additional courses will be offered.

Core Courses Available in Grades 6th:

- ELA/Reading
- Math
- Social Studies
- Science

Courses Available in Grades 7-8:

- ELA
- Math
- Science
- Social Studies
- Digital Literacy
- Career and College Readiness
- PE
- Health

Courses Available for Grades 9-12:

- ELA (Canvas only)
- Intro to Communication and Speech (ED only)
- Math 1 (Canvas only), 2, 3
- Math of Personal Finance (ED)
- World Geography (ED)
- US History (ED)

- World History (ED)
- US Government (ED)
- Sociology (ED)
- Psychology (ED)
- Earth Science (Canvas)
- Biology (Canvas)
- Chemistry (ED)
- Environmental Science (ED)
- Physics (ED)
- Fitness for Life (ED)
- Health (ED)
- Participation Skills (Canvas)
- Financial Literacy (Canvas)
- Spanish (ED)
- French (ED)
- Intro to Art (ED)
- Drawing (Canvas)
- Art History (ED)
- Business Office Specialist (Canvas)
- Strategies for Academic Success (ED)
- ACT Prep (Canvas)
- Basic Reading Course (Canvas)
- Basic Math Course (ED)

Courses at Boundary Schools:

Elective courses at boundary schools may allow students a variety of elective options not available with Basin Online including extracurricular programs. Students may take up to 4 courses from their boundary high school. Junior High students must make arrangements with both schools to determine if dual enrollment is a possibility (50% or more of their day must be online). Elective courses at boundary school are **NOT** an option if the student has failed a course in the last quarter or is credit deficient.

Contact Information:

Basin Online School

Main Office: 1091 East Lagoon Street Roosevelt, UT 84066

Business Hours: Monday – Thursday 8:00 am – 3:00 pm, Friday 8:00 am -12:00 pm (Testing Only)

Appointments need to be made with teachers for specific content support.

Have questions or comments for Basin Online? Feel free to contact us.

Teachers are available via email or phone during school hours. Messages received outside of school hours will be responded to by the end of day the next school day. Some staff only have specific times that they can respond to emails and messages. Please follow staff schedules. All appointments with teachers and testing need to be scheduled through our online scheduling system.

Staff:

Tuckett	Jenn	Principal	jtuckett@dcsd.org	435-725-4495
Green	Christy	Secretary	clgreen@dcsd.org	435-725-4491
Richens	Donna	Counselor	drichens901386@dcsd.org	435-725-4498
Averett	Jamee	SpEd Teacher	javerett@dcsd.org	435-725-4640
Baier	Laura	Teacher ELA 6-8 and electives	lbaier@dcsd.org	435-725-4640
Christensen	Stephen	Teacher Math 6-8	schristensen@dcsd.org	435-725-4474
Harrison	Liz	Testing Lab aide	lharrison@dcsd.org	
Hinkson	Paul	Teacher Math 9-12	phinkson901168@dcsd.org	435-738-1202
Rios	Alfredo	Teacher Science/Spanish 6-12	arios901060@dcsd.org	435-725-4492
Casper	Ginger	Teacher English/Electives 9-12	gcasper901638@dcsd.org	435-725-4503
Southam	Brian	Teacher History/Electives 6-12	bsoutham901669@dcsd.org	435-725-4496
Wall	McKenzie	SpEd Aide	mwall901721@dcsd.org	

Testing Center:

Testing center is available Monday-Thursday 8:00 am-3:00 pm and Friday 8:00 am-12:00 pm. Please schedule in advance to ensure you have time to complete your tests. The Testing Center is not available during school holidays or weekends. **All scheduling must be done through the online scheduling system.**

Proctored Test Location and Test Information:

Tests must be taken at the DLC in the Basin Online testing lab which is located in the DLC in Roosevelt across the street from Union High School and UBtech. Teachers will determine which tests **MUST** be completed at the DLC to determine authenticity of student work and if online testing is an option.

No Phones or other handheld electronic devices may be used during testing or in the classrooms. All handheld devices must be turned into the test proctor or locked up with Mrs. Green when entering the building.

Students will not be allowed to take the same test twice in a 24-hour period unless prior arrangements have been made with the course instructor.

Notes are required for all tests. These notes must be:

- Guided Notes when available
- On a paper no larger than 8 ½ x 11 inches.
- Teacher-created Guided Notes
- Previewed by the proctor prior to testing, when guided notes are not available for the course
- Guided notes should be emailed to the teacher no less than 2 hours prior to testing, or brought in for inspection in person.

Students with Special Needs / IEP and 504 plans:

Basin Online understands that some students come to Basin Online School with IEP and 504 plans. Please contact Basin Online to set up an appointment to discuss and review the IEP or 504 plans prior to enrollment. Due to the nature of online courses, many accommodations listed on a student's IEP and 504 plans either naturally happen or don't specifically apply to online courses.

Gifted and Talented:

Extension activities may be provided by individual teachers. In cases where enrichment is unavailable, parents may want to access the website: Utah Association for Gifted Children at <http://UAGC.org> for ideas and guidance.

Grading

Basin Online follows Duchesne County School District's Standard Based Grading. Students must earn a D- or higher to earn credit for coursework. Students will also receive a citizenship grade beginning the 202402025 school year. Please see the information on pages 17-19 for more information. Students will be given grades quarterly to determine quarterly credit (.25). Edgenuity courses require 25 hours of coursework for each quarter (.25) credit. Canvas courses will follow the criteria listed below:



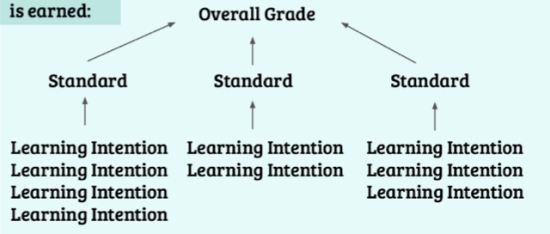
Standards-Based Grading Tools

PowerSchool

Canvas

For Official Grades

How a grade is earned:



To see a grade for each Standard, click here

To see Learning Intentions, click here

Grades and Attendance:

Grades and Attendance										Standards Grades	
										Attendance By Class	
Exp	Last Week				This Week				Course	Q1	T
	M	T	W	F	M	T	W	F			
1(A)	-	-	-	-	-	-	-	-	LANGUAGE ARTS 8 Email Teacher	B+	S
2(A)	-	-	-	-	-	-	-	-	8th GRADE MATHEMATICS HONORS Email Teacher	A	
3(A)	-	-	-	-	-	-	-	-	INTERMEDIATE FITNESS 8 Email Teacher	A	H
4(A)	-	-	-	-	-	-	-	-	FOUNDATIONS OF ART 1 Email Teacher	A	H

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

For Learning

- A Module for each Priority Standard
- Proficiency Scales
- Instructional Videos
- Articles to Read
- Discussion Posts
- Instructional Websites
- Interventions
- Extensions

Grade	Scale	Subject	Notes
A	4	Foundations of Education	
B	3		
C	2		
D	1		
F	0		



FYI-types of Feedback

- Scores/Grades for Individual Assignments, Quizzes, or Activities
- Written Feedback
- Video Feedback



<https://duchesne.instructure.com/login/canvas>

Grades	
A	4
B	3
C	2
D	1
F	0



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 *
H (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
S (Satisfactory)	<input type="checkbox"/> S (Green) matrix	<input type="checkbox"/> On Level 2	<input type="checkbox"/> 75-89.9% of work is competently completed
N (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
U (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
Make Ups?	<i>Yes. Get the Grade Up</i>	<i>Yes. Improve the Level</i>	<i>Yes, 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.

DCSD Behavior Intervention Levels

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

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

(Updated: Mar 1, 2024)

Secondary

		ATTENDANCE																	
		<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	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Green	Green	Green	Green
	Bs	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Green	Green	Green	Green	Green	Green	Green	Green	Yellow	Yellow	Yellow
	Cs	Blue	Blue	Blue	Blue	Green	Green	Green	Green	Green	Green	Yellow	Yellow	Yellow	Yellow	Yellow	Yellow	Yellow	Yellow
	Ds	Green	Green	Green	Green	Yellow	Yellow	Yellow	Yellow	Yellow	Yellow	Yellow	Yellow	Yellow	Red	Red	Red	Red	Red
	F/M	Green	Green	Yellow	Yellow	Yellow	Yellow	Red	Red	Red	Red	Red	Red	Red	Red	Red	Red	Red	Red
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

		ATTENDANCE																	
		<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	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Blue	Green	Green	Green
	F	Green	Green	Yellow	Yellow	Yellow	Yellow	Red	Red	Red	Red	Red	Red	Red	Red	Red	Red	Red	Red

Credits:

Original Credit: Earned through completion of canvas or edgenuity course during the quarter student is enrolled through PowerSchool.

Grade Forgiveness: Credit is earned through retaking **an entire course a second time** to replace the unwanted grade. For example: a student failed their biology class during Q1 and retook the **ENTIRE** course again during the summer and earned a B. The B grade will then replace the F. There will no longer be an F on the transcript for Biology Q1. Students will be charged a minimum of \$25 for each course forgiven.

Credit Recovery: A Student re-takes a portion of the course that they did not complete or pass during a previous quarter. Once the portion is completed with a passing grade, students will earn a P on their transcript. The P earns them credit but does not provide “grade forgiveness” for the F earned in a previous quarter. Students will be charged a minimum of \$25 for each course recovered.

DCA: Demonstrated Competency Assessment: Students may choose to earn credit through Demonstrated Competency Assessments.

The purpose of demonstrated competency is to provide students with opportunities to demonstrate the knowledge and skills they may have acquired through other means than course completion. Successful demonstrated competency assessment students typically have had extensive experience with course content, such as a similar course from out-of-state, related coursework, participation in extra-curricular activities or advanced personal/independent study.

DCA will be completed through Basin Online for Duchesne County School District. This is a short but intensive pathway for demonstrating competency and evidence must be collected for each essential standard. Students must earn a minimum of 80% in each of the essential standards to earn graduation credit.

DCA's should be scheduled during school hours and no later than May 1st each year.

***A minimum of a \$25 fee is required for all courses that are re-taken for either grade forgiveness or credit recovery during the summer.**

Progress Monitoring:

Parents and Students will meet once a month with their Advocate teacher to evaluate the progress being made by the student. This meeting will be called the Monthly Advocate Meeting. Any student who misses 2 Monthly Advocate Meetings will meet with the principal and Advocate teacher. If the meeting doesn't take place within one week of their originally scheduled meeting the student will be considered a voluntary drop/withdrawal from the school and required to enroll in another school, or re-enroll, if they wish to continue with Basin Online.

Basin Online Activities/Events:

- College and Career Day (jr. high, high school)
- Quarterly Celebrations
- End of Year Activity
- Sterling Scholar
- Thursday Live

Help Lines:

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

Basin Online has an administrator available during regular school hours.

Safe UT - <https://safeut.med.ut.edu/> - The SafeUT Crisis Chat and Tip Line is a statewide service that provides real-time crisis intervention to youth through live chat right from their smartphone. This service is staffed by licensed

clinicians 24/7 providing supportive or crisis counseling, suicide prevention, and referral services.

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

Northeastern Counseling - 1-435-725-6300

In case of emergencies call - 911

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

Bullying/Safe School/Sexual Harassment Policies:

SAFE SCHOOL POLICY

Basin Online students and employees are entitled to a learning/working environment which is free from danger and unlawful or threatening acts. It is the policy of the Duchesne District to maintain school environments which are conducive to learning. With this in mind, the Duchesne County School Board has instituted the Safe School Policy. The basic elements of this policy are summarized as follows. A complete copy of the policy is available in the office.

1. 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 the 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 school staff member:

- a. continued willful disobedience or open and persistent defiance of proper authority;
- b. willful destruction, defacement, or injury to any school property;
- c. 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;
- d. willful defacement or injury to any school property;
- e. behavior which unreasonably disrupts or interferes with the educational process for other students;
- f. sells, gives, transfers, delivers, possesses, controls, or distributes alcoholic beverages or tobacco products within 1000 feet of school property or any school sponsored event;
- g. is under the influence of an alcoholic beverage or controlled substance within 1000 feet of any school property or any school sponsored event.

2. Mandatory Suspension/Expulsion Students must be suspended/expelled from school for participation in any of the following prohibited conduct when it occurs in the school building, in or

on property, or within 100 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 against another student or school staff member:

- a. possession of a weapon, explosive, or flammable material;
- b. the sale, control, delivery, transfer, or distribution of a drug or controlled substance or an imitation controlled substance;
- c. the sale, control, or distribution of drug paraphernalia;
- d. 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;
- e. assault of a teacher or other individual.

3. Habitually Disruptive Behavior. A student may be suspended/expelled if he/she is habitually disruptive and has failed or refused to comply with established school rules and procedures. *Note:* Security cameras are located throughout the campus to help identify those who engage in inappropriate behavior.

SEXUAL HARASSMENT/HAZING: Basin Online strives to maintain the dignity of the individual and feels that every person is entitled to be treated respectfully, with all rights and freedoms accorded by law and by human ethics. Harassment in any form (sexual, verbal, physical, electronic) is unacceptable and will not be tolerated. Hazing will be considered as a form of harassment. Any student either directly participating in any such act, or found in complicity as an accessory, will be automatically suspended from school, and dealt with to the full extent of the Duchesne District Safe School Policy.

Sexual Harassment includes: any verbal, written, or physical conduct of a sexual nature, which has the purpose or effect of creating an intimidating, hostile, or offensive environment. Any suggestion, request, demand, or pressure for sexual involvement, accompanied by implied or explicit threat concerning one's grades, extracurricular standing, job, etc. is prohibited. This includes, but is not limited to the following:

1. Derogatory, demeaning, offensive jokes, teasing or comments of a sexual nature.
2. Graphic remarks or sexual comments about an individual's body.
3. Sexually suggestive or obscene telephone calls, letters, notes, invitations.
4. Sexually suggestive or obscene pictures, cartoons, posters, or objects.
5. Grabbing, pinching, or touching of private areas.
6. Deliberate cornering, shouldering, or bumping in hallways.
7. Sexual gestures, unwanted pats or hugs, any unwanted touching.
8. Any form of sexual threat, intimidation, or exploitation.
9. Actual or attempted sexual assault, molestation, or rape.
10. Sexist remarks or gender-based stereotyping.
11. Depantsing of students.

Incidents of harassment should be reported to a teacher, principal, or other trusted adult. Utah reporting laws apply to all adults at school.

In all incidents of threats (to commit suicide, bullying, cyber-bullying, harassment, hazing, or retaliation) parents will be notified via phone call and if not available through email within 24 hours of the reported threat.

Graduation Requirements:

A. 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 who successfully 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 Systems, 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)**
 - **0.5 Credit (Geography)**
 - **0.5 Credit (World Civilization)**
 - **0.5 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)**
 - **0.5 Credit (Participation Skills)**
 - **0.5 Credit (Fitness for Life)**
 - **0.5 Credit (Individualized Lifetime Activities)**
 - **Optional: 1.0 Credit Maximum (Team Sport/Athletic Participation)**
 - **Can be used in place of Participation Skills or Individualized Lifetime Activities only.**
- **Required Electives (17.5 Credits), this includes labs for core courses.**
- **Total Credit Hours (36)**

📄 BOL Graduation Check Sheet.pdf

B. Students with disabilities served by special education programs may have changes made to graduation requirements through the individual's Individualized Education Plans (IEPs) to meet unique educational needs. A student's IEP shall document the nature and extent of modifications and substitutions or exemptions made to accommodate a student with disabilities.

C. The Board and Utah State Board of Education may review LEA boards' lists of approved courses for compliance with this rule.

D. Graduation requirements may be modified for individual students to achieve an appropriate route to student success when such modifications:

- **are consistent with the student's IEP or Student Education Occupation Plan (SEOP) or both;**
- **are maintained in the student's file and include the parent's/guardian's signature; and**
- **maintain the integrity and rigor expected for high school graduation, as determined by the Board.**

E. Courses required for graduation can be retaken in accordance with the Utah Office of Administrative Rule [R277-717: High School Course Grading Requirements](#)

Current Courses Meeting the Criteria for Graduation Requirements

Language Arts - Three Courses from the Foundations Plus one CREDIT from the Applied and Advanced List		
Foundation Courses	Applied and Advanced Courses	
English 9 or 9H (required) English 10 or 10H (required) English 11, 11H, or courses listed below* Concurrent Enrollment Courses** International Baccalaureate Classes** AP Literature and Composition* * AP Language and Composition**	12 th Grade Language Arts Basic Writing Skills Basic Reading Skills Business Communication College Prep Language Arts Creative Writing 1 and 2 Debate Mythology	Humanities Journalism 1 and 2 Literature Literary Magazine Technical & Professional Communication World Languages 3, 4, or AP
Language Arts Notes: ** These courses can also be used for the one credit in Applied and Advanced.		
Mathematics – 3.0 credits: Secondary I, II, and III. Secondary III can be replaced by an Applied Course with written parent request (opt out form recognizing not being prepared for college).		
Foundation Courses	Advanced Courses (Secondary III Pre-requisite)	Applied Courses (Alternative Selections for Secondary III Opt out) (Secondary II Pre-Requisite)
Secondary I or Secondary III Secondary II or Secondary IIIH Secondary III or Secondary IIIH Pre-calculus	AP Calculus AB or BC AP Statistics College Prep Math Introductory Calculus Concurrent Enrollment* 1010, 1030, 1040, 1050, or 1060 International Baccalaureate	Accounting I and II Mathematical Decision Making for Life (non-CE course) Mathematics of Personal Finance Medical Math Modern Mathematics Introductory Statistics Computer Programming
Science – A total of 2.0 credits from two of the five areas of science on the Foundation Courses list plus 1.0 credit from the Foundation Courses list or Applied and Advanced Courses list		
Foundation Courses		
Biology <ul style="list-style-type: none"> • Biology • Human Biology (including CE) • Biology: Agricultural Science & Technology⁺ • AP or IB Biology • Biology with Lab CE 	Chemistry <ul style="list-style-type: none"> • Chemistry • AP or IB Chemistry • Chemistry with Lab CE Computer Science <ul style="list-style-type: none"> • AP Computer Science⁺ • Computer Science Principles⁺ • Computer Programming⁺ II 	Earth Science <ul style="list-style-type: none"> • Earth Science • AP Environmental Science • IB Environmental Systems Physics <ul style="list-style-type: none"> • Physics • AP or IB Physics • Physics with Lab CE
Applied or Advanced Courses		
Aerospace Aeronautics Agricultural Biotechnology ⁺ Agricultural Science ⁺ I, II, III, IV Aquaculture ⁺ Anatomy and Physiology** Animal Science ⁺ I or II Astronomy** Biotechnology ⁺ Botany Electronics ⁺ 1,2,3 Engineering Principles ⁺ 1, 2	Engineering Capstone ⁺ Environmental Science** Equine Science ⁺ Genetics** Geology** Human Physiology Marine Biology/Oceanography Materials Science ⁺ Medical Anatomy and Physiology ⁺ ** Medical Forensics ⁺ Meteorology** Natural Resource Science ⁺ I, II	Plant and Soil Science ⁺ I**, II Robotics ⁺ 1, 2 Veterinary Assistant ⁺ 1, 2 Wildlife Biology Zoology ⁺ CTE Courses ** Include Applied/Advanced CE Courses

NOTE: *Concurrent enrollment courses offered from college/university language arts, mathematics, or science departments.

NOTE: Teachers currently meeting state license and endorsement requirements for an approved applied or advanced course are qualified to teach that course

USBE ADA Compliant: 02/26/2021

Current Courses Meeting the Criteria for Graduation Requirements

Social Studies – A total of 3.0 credits, 2.5 from the required course list (or their equivalent) and .5 elective from any course from the social studies area, which could include an additional half credit added to any of the required half- credit courses.			
Foundation Courses			
World History <ul style="list-style-type: none"> • World Civilization • World History • AP European History • AP World History • HIST 1100 & 1110 CE* if both taken 	World Geography <ul style="list-style-type: none"> • Geography for Life • World Geography • AP Human Geography • World/Cultural Geography CE* 	U.S. History 2 <ul style="list-style-type: none"> • U.S. History 2 • AP US History • HIST 1700 CE*, if offered in a full year • HIST 2700 & 2710 CE* if both taken 	U.S. Government and Citizenship <ul style="list-style-type: none"> • U. S. Government and Citizenship • AP US Government & Politics • Political Science 1100 CE
Elective Courses (not a comprehensive list)			
Advanced Geography Advanced Psychology American Government and Law Anthropology Psychology AP Economics-Macro AP Economics-Micro	AP Psychology Civics Criminal Justice Current Issues Economics Economics Elective CE* Geography II Introduction to Philosophy Introduction to Philosophy CE* Native American Studies	Navajo Culture, Language, and Government Political Science Political Science Elective CE* Psychology Sociology Sociology CE* Student Government World Civilizations II	

NOTE: *Concurrent enrollment courses offered from college/university language arts, mathematics, science, or social studies departments.

NOTE: Teachers currently meeting state license and endorsement requirements for an approved applied or advanced course are qualified to teach that course

Current Courses Meeting the Criteria for Graduation Requirements

Applied, advanced, or equivalent courses may be added to the list using the following procedure and criteria.

Language Arts

Determined by the local school board and approved by Utah State Board of Education (USBE), using the following criteria.

- (i) courses are within the field/discipline of language arts with a significant portion of instruction aligned to language arts content, principles, knowledge, and skills; and
- (ii) courses provide instruction that leads to student understanding of the nature and disposition of language arts; and
- (iii) courses apply the fundamental concepts and skills of language arts; and
- (iv) courses provide developmentally appropriate content; and
- (v) courses develop skills in reading, writing, listening, speaking, and presentation.

Mathematics

Determined by the local school board and approved by Utah State Board of Education (USBE), using the following criteria.

- (i) courses are within the field/discipline of mathematics with a significant portion of instruction aligned to mathematics content, principles, knowledge, and skills; and
- (ii) courses provide instruction that leads to student understanding of the nature and disposition of mathematics; and
- (iii) courses apply the fundamental concepts and skills of mathematics; and
- (iv) courses provide developmentally appropriate content; and
- (v) courses include the five process skills of mathematics: problem solving, reasoning, communication, connections, and representation.

Science

Determined by the local school board and approved by Utah State Board of Education (USBE), using the following criteria.

- (i) courses are within the field/discipline of science with a significant portion of instruction aligned to science content, principles, knowledge, and skills; and
- (ii) courses provide instruction that leads to student understanding of the nature and disposition of science; and
- (iii) courses apply the fundamental concepts and skills of science; and
- (iv) courses provide developmentally appropriate content; and
- (v) courses include the areas of physical, natural, or applied sciences; and
- (vi) courses develop students' skills in scientific inquiry.

Social Studies

Determined by the local school board and approved by Utah State Board of Education (USBE), using the following criteria.

- (i) courses are within the field/disciplines of social studies with a significant portion of instruction aligned to social studies content, principles, knowledge, and skills; and
- (ii) courses provide instruction that leads to student understanding of the nature and disposition of social studies disciplines; and
- (iii) courses apply the fundamental concepts and skills of social studies; and
- (iv) courses provide developmentally appropriate content; and
- (v) courses develop students' skills in social studies inquiry.

Technology

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 or in the office at Basin Online.

Technology, Internet and Network Protection Policy

Basin Online recognizes that students need to be proficient in the use of information, media, and technology to succeed in a digital world. Therefore, Basin Online will use electronic resources as a powerful tool for student learning. Basin Online technology will enable educators and students to communicate, learn, share, collaborate and create, to think and solve problems, to manage their work, and to take ownership of their lives.

Electronic Resources: Procedure

These procedures are written to support the electronic resources of the school and to promote positive and effective digital citizenship among students and staff. Successful, technologically fluent digital citizens live safely and civilly in an increasingly digital world. They recognize that information posted on the Internet is public and permanent and can have a long-term impact on an individual's life and career. Expectations for student and staff behavior online are no different than face-to-face interactions.

Network

DCSD network includes wired and wireless computers and peripheral equipment, files and storage, e-mail and Internet content (blogs, web sites, web mail, groups, wikis, etc.). Basin Online reserves the right to prioritize the use of, and access to, the network. All use of the network must support education and research and be consistent with the mission of Basin Online.

Basin Online will not be responsible for any damages suffered by any user, including but not limited to, loss of data resulting from delays, non-deliveries, mis-delivery or service interruptions caused by its own negligence or any other errors or omissions. Basin Online will not be responsible for unauthorized financial obligations resulting from the use of, or access to, Basin Online's computer network or the Internet.

Filtering and Monitoring

Filtering appliances are used to block or filter access to visual depictions that are obscene and all child pornography in accordance with the Children's Internet Protection Act (CIPA). Filtering software is not 100% effective. While filters make it more difficult for objectionable material to be received or accessed; filters are not a solution in themselves. Every user must take responsibility for his or her use of the network and Internet and avoid objectionable sites; Any attempts to defeat or bypass DCSD Internet filter or conceal Internet activity are prohibited: proxies, https, special ports, modifications to Basin Online browser settings and any other techniques designed to evade filtering or enable the publication of inappropriate content; E-mail inconsistent with the educational and research mission of Basin Online will be considered SPAM and blocked from entering DCSD e-mail boxes; Basin Online will provide appropriate adult supervision of Internet use when students are in the building. The first line of defense in controlling access by minors to inappropriate material on the Internet is deliberate and consistent monitoring of student access to Basin Online computers; Staff members who supervise students, control electronic equipment or have occasion to observe student use of said equipment online, must make

a reasonable effort to monitor the use of this equipment to assure that student use conforms to the mission and goals of Basin Online and staff must make a reasonable effort to become familiar with the Internet and to monitor, instruct and assist effectively.

Copyright

Downloading, copying, duplicating and distributing software, music, sound files, movies, images or other copyrighted materials without the specific written permission of the copyright owner is generally prohibited. However, the duplication and distribution of materials for educational purposes are permitted when such duplication and distribution fall within the Fair Use Doctrine of the United States Copyright Law (Title 17, USC) and content is cited appropriately. All student work is copyrighted. Permission to publish any student work requires permission from the parent or guardian.

Network Security and Privacy

System logins and accounts are to be used only by the authorized owner of the account, for authorized Basin Online purposes. Students and staff are responsible for all activity on their account and must not share their account password. Student Data is Confidential. Basin Online staff must maintain the confidentiality of student data in accordance with the Family Education Rights and Privacy Act (FERPA).

Basin Online Student Computer and Internet Use Agreement

Recognizing the fundamental role technology plays in today's society, Basin Online supports and encourages the appropriate and responsible use of technology in student learning. Basin Online will take reasonable measures to protect students and ensure that technology use aligns with educational objectives.

Acceptable network use by Basin Online students includes:

- Creation of files, projects, videos, web pages and podcasts using network resources in support of educational research.
- Participation in blogs, wikis, bulletin boards, social networking sites and groups and the creation of content for podcasts, e-mail and web pages that support educational research.
- With parental permission, the online publication of original educational material, curriculum related materials and student work. Sources outside the classroom or school must be cited appropriately.

Unacceptable network use by Basin Online students includes, but is not limited to:

- Personal gain, commercial solicitation and compensation of any kind.
- Liability or cost incurred by Basin Online.
- Downloading, installation and use of games, audio files video files or other applications (including shareware or freeware) without permission or approval from a (insert title of person).
- Hacking, cracking, vandalizing, the introduction of viruses, worms, Trojan horses, time bombs and changes to hardware, software, and monitoring tools.
- Unauthorized access to other Basin Online computers, networks and information systems.
- Cyberbullying, hate mail, defamation, harassment of any kind, discriminatory jokes and remarks.
- Information posted, sent or stored online that could endanger others (e.g., bomb construction, drug manufacture).
- Accessing, uploading, downloading, storage and distribution of obscene, pornographic or sexually explicit material.
- Attaching unauthorized equipment to Basin Online network. Any such equipment will be confiscated and destroyed

Basin Online Internet Safety: Personal Information and Inappropriate Content

- Students should not reveal personal information, including a home address and phone number, email addresses on websites, blogs, podcasts, videos, wikis, email or as content on any other electronic medium.
- Students should not reveal personal information about another individual on any electronic medium.
- No student pictures or names can be published on any class, or on Basin Online web site unless the appropriate permission has been verified.
- If students encounter dangerous or inappropriate information or messages, they should notify the appropriate school authority.

Expectation of Privacy

Students have no expectation of privacy in files, disks, documents, etc. that have been created in, entered in, stored in, downloaded from, or used on school equipment.

Basin Online School AI Usage Policy

Purpose:

This policy outlines the guidelines and expectations for students' use of Artificial Intelligence (AI) within our school environment. As an online school the integration of AI technologies is intended to enhance education, but it must be used responsibly and ethically.

1. Acceptable Use:

- a. Students are permitted to use AI tools and applications for educational purposes, research, and projects **as directed by teachers and approved by school administrators.**
- b. AI usage should align with the curriculum and educational goals set by the school.

2. Responsible Conduct:

- a. Students must use AI in a responsible and ethical manner, respecting the rights and privacy of others.
- b. Plagiarism and cheating through AI-generated content are strictly prohibited.

DO:

- a. Use AI programs as smart search engines that present information in ways that are easy to read and understand.
- b. Ask AI programs for clarification or explanations when you need help.
- c. Generate ideas, topics, and writing prompts using AI programs.
- d. Be transparent; attribute AI text and images properly when you use them in your own work.

DON'T:

- a. Use AI programs to avoid doing your own work.
- b. Copy text or images from AI programs without proper attribution.
- c. Use AI text or images without fact-checking and exploring potential plagiarism issues.
- d. Use AI when your teacher expressly forbids it.

3. Privacy and Data Protection:

- a. Students must be aware of data privacy and security when using AI tools. Personal information should **not** be shared without proper consent.
- b. Follow the acceptable use policies and adhere to the terms of service of AI applications used.

4. Internet Safety:

- a. Access to AI-related websites and applications should comply with the district's acceptable use policy.
- b. Avoid accessing inappropriate or harmful content via AI.

5. Intellectual Property:

- a. Respect copyright and intellectual property rights when using AI-generated content.
- b. Properly cite AI-generated content in accordance with academic standards.

6. Monitoring and Supervision:

- a. Teachers and school administrators may monitor the use of AI tools and applications for educational purposes.
- b. Students should be aware that their AI-related activities may be subject to review.

7. Consequences of Violations:

- a. Violations of this policy may result in disciplinary action, which could include but is not limited to warnings, loss of AI privileges, and parent/guardian notification.

8. Review and Updates:

- a. This policy may be reviewed and updated periodically to ensure its relevance and effectiveness.

9. Acknowledgement:

- a. By using AI within the school environment, students acknowledge their understanding of and agreement to adhere to this policy.

10. Questions and Clarifications:

- a. Students and parents/guardians are encouraged to seek clarification or ask questions about this policy through the school's designated channels.

This policy is intended to foster responsible and ethical use of AI in our school, ensuring that technology enhances learning while maintaining the integrity of education.