Southwest Education Academy

SCALES of CONDUCT:

Student Handbook



Southwest Education Academy
The home of the Dragons!

Welcome! So, you have decided to give school another try and work toward earning a high school diploma. Now that you arrived at the SEA campus, let's speak straight and get real about past educational experiences. Wherever you were or whatever you had done in your other school(s) clearly didn't work for you. We can help with YOUR goal. However, we can only guide and direct you on this new school journey- the rest is up to you. You must be open to change and make some solid commitments to graduating. After all, that is the goal, right?

If you are willing to change some of the past behaviors that didn't work, you will find success. We know, change is tough. We have certain habits and patterns that we fall back on when we don't know what else to do because that's what we know. Well, those "old" ways won't bring "new" accomplishments.

So, where do you begin? Well, do your part and the faculty and staff will provide all the help you need; however, we will never work harder than you do for YOUR goal. Why? Because it will be your name printed on the diploma showing you did the work- we just provide the pathway-



The ***Scales of Conduct Handbook*** outlines SEA's policies and procedures. We request that you take the time to familiarize yourself with the school's general information, expectations and standards. Additional resources can be found through the following links-

School website:
https://sea.irondistrict.org/o/sea

PowerSchool Login:
https://ps.irondistrict.org/public/home.html

OFFICE HOURS

During the school year, our office hours are Monday- Thursday from 7:30 a.m.- 3:00 p.m. and on Friday 7:30 a.m. – 1:00 p.m. and our phone number is (435) 586-2800. Please be prepared to show identification so you are granted access to our school buildings.

Important SEA Dates:

- August 12 – First day of school
- September 7 – Labor Day (No School)
- September 11 – End MQ #1
- September 14 – Start MQ #2
- September 28 – October 2 - Fall Parent Teacher Conferences (CCR) (Dismiss at 1:10 w/ Early Out Friday at 11:30)
- October 13 – End MQ #2
- October 14 – Begin MQ #3
- October 16 – Teacher Professional Day (No School)
- October 19 & 20 – Fall Break (No School)
- November 13 – End MQ #3
- November 16 – Begin MQ #4
- November 25 - 27 – Thanksgiving Holiday (No School)
- December 18 – End MQ #4
- December 21 – January 4 – Winter Break (No School)
- January 5 – Begin MQ #5
- January 18 – Martin Luther King Day (No School)
- February 1 – 5 – Spring parent Teacher Conferences (CCR) (Dismiss at 1:10 w/ Early Out Friday at 11:30)
- February 5 – End MQ #5
- February 8 – Begin MQ #6
- February 15 – President's Day (No School)
- March 9 – End MQ #6
- March 10 – 12 – Teacher Professional Development Days (No School)
- March 15 – Begin MQ # 7
- March 29 – April 2 – Spring Break (No School)
- April 16 – End MQ #7
- April 19 – Begin MQ #8
- April 23 – No School
- May 21– End MQ #8

SEA Graduation-

- May 24th at 5:00 p.m.
- May 26th-Last Day of School in the District

Attendance is vital for student success. Please reference the dates above to plan family trips/travels around scheduled school days.

About SEA

Southwest Education Academy is an extension of compulsory schooling created to serve students in the Iron County School District needing additional or recovery credit for graduation.

SEA's PURPOSE~
The purpose of Southwest Education Academy is to provide additional pathways to high school completion in a highly educational, safe, and caring environment.

SEA's VISION~
Our SEA staff/faculty-family provides learning opportunities that build on students' strengths, promote personal effort and achievements, and to develop productive citizens through individual attention and personal accountability.

Commitment to ICSD Values~
~We Value~

- *Intentional Focus on Student Learning, Knowledge, and Skills-*
- *High and Clear Expectations-*
- *Communication-* We will be open and consistent in our communications. We will listen to understand all perspectives.
- *Respect, Care and Compassion for Others-* We will be professional and honest in all of our relationships and responsibilities.
- *Collaboration and Teamwork*- We will work together to build and achieve the skills and habits necessary for a successful life.

SEA's MISSION and BELIEFS~

Mission: Our mission is to help students rediscover the value and rewards of education and guide them in becoming literate, socially responsible, life-long learners.

Environment

We Believe That:

- For optimal learning to take place, students must feel safe and secure.
- Achievements in our school will be respected, rewarded and celebrated.

Teaching/Learning

We Believe That:

- Relevant and meaningful learning can only take place when students are personally invested in their education.
- Faculty and staff must serve as positive role models.

Quality of Life

We Believe That:

- It is our responsibility to help students discover what future options are available to them and realize what they have gained through their educational experience.
- Students can make meaningful contributions to our school, community and the world.

Individual Rights and Responsibilities

We Believe That:

- Individual rights are always accompanied by individual responsibilities, and discipline should be viewed as a means to teach appropriate behavior and personal responsibility.
- Society prospers when our students are competent, productive, educated, and caring citizens.

SEA's MOTTO~ Strength, Effort, and Accountability

SEA's MANTRA~ *"I CAN DO HARD THINGS!"*

Attendance Policy

SEA High School Campus

2026-2027

Purpose:

Attendance is critical to the success of all students and is high priority on our *Conduct Scales*. Chronic absenteeism and attendance that has fallen below 90% is the number one predictor that a student is at risk of failing in school. During a school year, eight mini quarters are offered on SEA's campus which equal two regular school years. As a result of this accelerated timeline, student absences have a significant negative impact on their ability to remain successful in classes and for this reason, the SEA faculty places great emphasis on the importance of attendance for student success.

Attendance Policy:

Whether a student's absence is excused or unexcused the impact remains the same; students are missing instruction and content. Considering there are only between 22-24 days in any given mini quarter, students are expected to be **in class** and **on time** for every class period. Legitimate absences and extenuating circumstances may arise, which is why **4** absences are permitted each mini quarter when necessary. Parents/guardians are encouraged to notify the office when a student is missing from class **though it does not "excuse" or reduce the absence or tardy total**.

Absences-

Should a student exceed more than **4** absences during a mini quarter, the class will be dropped, and credit will not be awarded; though, in most circumstances, dropped classes may be repeated in an upcoming mini quarter. However, if a student has a class or classes dropped in **any two** mini quarters **within the same year**, credit will not be awarded, and they forfeit the campus fast-track, but are offered additional options to continue their pathway toward high school completion.

Tardy Policy-

Only **4** class tardies are allowed per mini quarter; the class will be dropped, and credit will not be awarded; though, in most circumstances, dropped classes may be repeated in an upcoming mini quarter. However, if a student has a class or classes dropped in **any two** mini quarters **within the same year,** credit will not be awarded, and they forfeit the campus fast-track, but are offered additional options to continue their pathway toward high school completion. There is plenty of time between classes to use the restroom and/or use the bell-to-bell break as intended.

Checking Out of School

When possible, please schedule student appointments after school hours as absences/tardies will continue to accumulate during each mini quarter. Likewise, family trips/travels during school days also figure into the attendance policy. However, if a student must be checked-out of class during the school day, with the exception of open-campus lunch time, it is the parent's responsibility to notify the main office.

School Response to Absences:

Please remind your student to use absences wisely so when illness or unplanned events arise, they may be absent (up to four times) without risking their courses or schedules being dropped. As a student accumulate absences, the school will make every effort to notify parents of his or her student's attendance standing via PowerSchool text, email, and in certain situations, a phone call from the office. Attendance totals can be seen by logging into PowerSchool. The school will notify the parent(s)/guardians when the student is at risk of being unenrolled from a class for attendance reasons.

~SEA Absence Equivalents~

~Per Class/Per Mini-Quarter/Per Year~

2026-2027

~ 4 Tardies = Allowed~ Any additional tardies will result in a course drop.

~ 4 Absences = Allowed~ Any additional absences will result in a course drop.

*Any student dropped from two or more classes in any two mini quarters during the school year due to attendance/tardiness issues will forfeit their fast-track campus schedule and will be offered other possible options to high school completion.

**Just because 4 absences/tardies are permissible (when necessary) during a mini quarter doesn't mean they should be used wastefully and risk what may be needed later.

Appropriate Dress/Personal Space & Items Policy

SEA Campus

Appropriate School Dress- COVER UP!

- Clothing will be modest, neat, and clean. Outfits are not permitted which show or appear to show undergarments or unduly revealing necklines. Front, back, and sides must be covered. Shoulder straps must be at least three inches wide. Shorts and skirts must be at least mid-thigh in length. Ripped or torn clothing must meet the dress standards for coverage (no pajamas or robes).

- Shoes, or appropriate footwear must be worn at all times (no slippers).

- Clothing and accessories with vulgar language, inappropriate pictures (sexually oriented, gang type appearances, or violence related), alcohol or cigarette (vape) advertising, depicting illegal substances or any other illegal activities are not permitted.

Personal Space/ Personal Items-

- Respect Personal Space - **No public displays of affection (PDA).**

- Personal items such as clothing, jewelry, backpacks, water bottles, etc., must be free of writing, pictures, or any other insignias, which:

  - are crude, vulgar, or profane;
  - are violent or advocate hate;
  - signify gang affiliation;
  - concern or represent tobacco, alcohol, drugs, or illegal substances;
  - concern or represent criminal, illicit, or illegal activities;
  - are risqué or sexually suggestive; or
  - infringe upon the rights of others.

KEEP CLOTHING AND PERSONAL ITEMS DECENT AND APPROPRIATE FOR SCHOOL.

Dress Code Violations-

- **1st offense-** Warning given, change inappropriate attire/wear school-issued clothing, or contact parent to bring change of clothes, and all teachers notified.
- **2nd offense-** Change inappropriate attire/wear school issued clothing, or administration contacts parent to bring a change of clothes, clothing agreement signed and possibly spend remainder of the day at ICYC (counts toward absences).
- **3rd offense-** Office referral, parent contacted, and mini quarter classes dropped and student's return to SEA's fast track not guaranteed and additional pathways to graduation offered to student/parent(s).

PDA /Personal Items Violations-

- **1st offense-** Office referral, administrative warning given, and offense documented.
- **2nd offense-** Office referral, administration intervention, parent contacted, 1-day at ICYC (counts toward absences).
- **3rd offense-** Office referral, administrative intervention, mini quarter classes dropped and SEA's fast track not guaranteed and additional pathways to graduation offered to parents/student.

Academic Integrity
Definitions and Policy

Academic Integrity:

Academic integrity is the expectation that students present honest and original coursework on all school assignments/assessments without cheating or stealing from other sources. SEA students are expected to maintain the highest levels of academic integrity. SEA teachers must be able to evaluate each student's progress through assignments and assessments to gain a truthful understanding of student learning. NO cheating of any type on any school assignments or assessments will be accepted. Definitions and consequences of cheating, plagiarism and fabrication are listed below:

AI Created Coursework-

Developing coursework by using artificial intelligence (AI) means to perform tasks or develop material that involve student thought and processes to generate and complete assignments or assessments of any kind.

Cheating-

Cheating is using or attempting to use materials developed by other sources or individuals in academic work. Cheating also includes preparing work or providing materials for another student. Some examples of cheating include but are not limited to; giving assessment questions or answers to others, copying another's work, or providing materials for others to copy.

Fabrication-

Fabrication means using made-up information, citing false sources, or the intentional misrepresentation of another's work.

Plagiarism-

Plagiarism involves taking and presenting another person's or group's ideas or work and passing them off as the creation of one's own work on any academic assignment or assessment. According to the Merriam-Webster Online Dictionary, to "plagiarize" means:

- To steal and pass off (the ideas or words of another) as one's own.
- To use (another's production) without crediting the source.
- To commit literary theft.
- To present as new and original an idea or product derived from an existing source.

Anytime a student presents another student's or individual's work as his/her own–even if that other person is a friend or family member–the student has plagiarized.

Consequences of Cheating-

Consequences of cheating, plagiarism, or fabrication, or solely generated AI coursework, whether deliberate or not, will be determined on a case by case and/or individual basis by the student's teacher and may involve counselors and administrators depending on the frequency and severity of the policy violation. Consequences may include, but are not limited to;

- No credit for the assignment and its associated components.
- Having to redo the assignment for partial, full, or any/no credit as determined by the teacher.
- Having the course dropped and retaken online
- Suspension/Withdrawal from SEA

Sources:
Merriam-Webster's online Dictionary

Cell Phone/Electronic Devices

SEA High School Campus

Students' personal electronic devices are a distraction to the educational learning environment. The Utah State Legislature passed Utah S.B. 178 which prohibits students from using a cellphone, smart watch, or emerging technology during **classroom hours**. While attending SEA, the use of a cellphone is only permitted before, between, and after classes but **NOT DURING** class time.

Expectations for electronic devices (cell phones, headphones, etc.) include:

i. Students may not access or use any phone, smartwatch, headphones, or other personal electronic devices during class time.

ii. The teacher has the right to revoke personal devices if/when conflicts arise with the teacher's classroom and/or school policy. In addition, the teacher/staff member will immediately involve school administration for additional interventions.

iii. Students who use a classroom hall pass are required to leave their phones in the classroom with the teacher as a prerequisite to receiving a hall pass privilege. Students should not be allowed to step outside of the classroom to make or receive a phone call unless they have prior permission from a teacher or administrator.

iv. Any unauthorized use of an electronic device during class time, including assemblies or other gatherings, is considered a violation of this policy regardless of whether the student is inside or outside of the classroom.

First Offense- Students who violate the cell phone or otherwise prohibited device policy during **ANY class period** throughout the school day will be directed to put the phone away and the office/administration will be alerted. This first offense is not given per class but throughout the campus classes. Students with a recorded first-offense warning will then move to a second-offense status and a shared spreadsheet all offenses in all classrooms will be updated, tallied, and shared with all advisors/teachers/administration on campus.

Second Offense- Students who violate the cell phone or otherwise prohibited device policy for a second time in **ANY class period** on any school day, will lose the privilege of having their cellphone or electronic device on campus for the remainder of the mini quarter. He or she will also be referred to administration for disciplinary measures which may include but not limited to a parent meeting, behavior agreement, in-school suspension, and possible loss of class(es) during a mini quarter.

Third Offense- If a student refuses to comply with the cellphone policy and is issued a third offense during **ANY class period** on any school day, he or she will lose the privilege to have a cell phone on campus for the remainder of the school year. He or she will also be referred to administration for disciplinary measures which may include but not limited to a parent meeting, potential loss of mini quarter fast-track schedule with no guarantee of future campus classes, and possible school suspension.

Cell Phone Recording and Sharing Policy- Students who share recordings of an act of bullying, cyber-bullying, abusive conduct, or a means of retaliation to encourage or influence future incidents will be subject to disciplinary actions resulting in but not limited to parent meeting, behavior agreement, loss of device privileges, law enforcement involvement, suspension, or referral to an alternative educational setting.

Parent/Student Emergency Contacts
In the case of an emergency, parents should call the main office (435- 568- 2800), and the student will be notified immediately. Non-emergency messages will be delivered as soon as possible (outside of class time). Students who have a legitimate reason to call a parent during class time should come to the main office to make an emergency call. Exceptions to this policy can only be made through the administrative team.

Substance Behavior/Use Policy

SEA High School Campus

Statement of Policy:

The Southwest Education Academy realize every student has an opportunity to learn in a safe school environment free from unnecessary disruption. Utah Law prohibits students, staff, faculty, or visitors from possessing, distributing, or using controlled substances, tobacco/nicotine products, or alcohol on any school property. In addition to being illegal under federal law and state law (Utah Code 58-37-8 and 58-37a-3), prohibited substances jeopardize our campus safety, significantly alter a student's learning ability, and constitute a hazard to the welfare of all those who attend, visit, or work on campus. The SEA faculty team recognizes the benefits of helping students avoid and overcome substance abuse and intends to apply restorative practices (when possible) before discipline that is strictly punitive.

1. Disciplinary Steps for Possession/Use of Tobacco/E-Cigarettes (Vape) Violations:

1.1 - **First Offense** ⇒ Notify Parent ⇒ Provide SEA Substance Use Policy Agreement ⇒ Referral to *Indepth: Substance Class for SEA by the American Lung Association.*
1.2 - **Second Offense** ⇒ Notify Parent ⇒ Provide SEA Substance Use Policy Agreement ⇒ May change educational setting and/or suspend up to 10 days ⇒ Return and **complete** the *Indepth: Substance Course for SEA* by the American Lung Association ⇒ Print the certificate of completion at the end of the course and turn it in to a therapist/counselor/administrator ⇒ Discuss course details and design an exit strategy for tobacco/vaping.
1.3 - **Third Offense** ⇒ Notify Parent ⇒ Provide SEA Substance Use Policy Agreement ⇒ Referral to and **complete** entire *MY Healthy Futures*- Stanford Medicine Nicotine Course ⇒ School suspension ⇒ Possible Administrative Safe School Hearing which may include a change/removal of educational setting, a reinstatement hearing, and loss of fast-track to graduation pathway.

**If a student refuses to participate in SEA's substance intervention courses, the student will lose their fast-track to graduation seat and may be referred for additional substance intervention services.

2. Disciplinary Steps for Possession/Use of Other Illegal Substance/Alcohol Violations:

2.1 - **First Offense** ⇒ Notify Parent ⇒ Provide SEA Substance Use Policy Agreement ⇒ Refer to Law Enforcement/ Citation ⇒ Possible Suspension ⇒ Referral to *MY Healthy Future Course* ⇒ **complete** lessons 1&2 by Stanford Medicine.
2.2 - **Second Offense** ⇒ Notify Parent ⇒ Provide SEA Substance Use Policy Agreement ⇒ Refer to Law Enforcement/Citation⇒ School suspension ⇒Administrative Safe School Hearing which may include change/removal of educational setting, suspension, a reinstatement hearing, and loss of fast-track to graduation pathway. ⇒ Return and complete lessons 3-5 in *MY Healthy Future Courses*

**If a student refuses to participate in SEA's substance intervention courses, the student will lose their fast-track to graduation seat and may be referred to additional substance intervention services.

3. Disciplinary Steps for Selling/Distributing/Intent to Sell Alcohol, Illegal Drugs, Vape, Tobacco, or "Imitations":

3.1 - **First Offense ⇒** Notify Parent **⇒** Provide SEA Substance Use Policy Agreement **⇒** Refer to Law Enforcement/Citation **⇒** Suspend to an Administrative Safe School Hearing possibly involving the Iron County Superintendent which may include change/removal of educational setting, suspension, a reinstatement hearing, and loss of fast-track to graduation pathway.
3.2 - **Second Offense ⇒** Notify Parent ⇒ Provide SEA Substance Use Policy Agreement **⇒** Refer to Law Enforcement/Citation ⇒ Forfeit the SEA fast-track ⇒ Suspend to an Administrative Safe School Hearing involving the Iron County District Superintendent as per district policy.

Transportation/Parking Policy

SEA High School Campus

Driving to and from School:

Students are permitted to drive vehicles to school providing the privilege is not abused and all laws and regulations are maintained/respected. Students are to park in designated parking stalls. All incidents involving reckless and/or careless driving will be referred to the school resource officer/law enforcement.

Parking:

Students are to park in either SEA's designated parking lot located on the southside of campus directly off 800 South or in appropriate places along 475 West and/or 555 West. Students may not park in the upper campus parking lot, or they may be ticketed; the upper lot is designated for faculty, staff, visitors, and district vehicles. SEA students must not park in the Southwest Technical College's parking lot located to the West of the SEA campus. This is not a designated area. Should Southwest Tech officials report that SEA students are disregarding the parking request, students' risk being issued a citation by the school resource officer. The student's parents will be notified and depending on the circumstances, student driving privileges to and from school may be revoked. (See *Scales of Conduct Handbook*)

Reckless and Careless Driving:

Driving on school property in any reckless or careless manner that endangers people or property will not be tolerated. The use of the school parking lot is a privilege, not a right. The parking lot is provided to aid students' parking needs. If the privilege is abused, the student may lose the right to bring/drive a vehicle to school. The school is not responsible for vehicles or articles within vehicles while parked in the SEA parking lot.

Bus Transportation:

-For students living in CVHS boundaries and need transportation to school each day are permitted to ride their designated home school bus to the CVHS campus and then catch the bus campus each school day morning and afternoon.

-For students living in the CHS boundaries and rely on transportation to school each day are permitted to ride their designated home bus to CHS and then walk to the SEA campus each morning and afternoon.

Students are required to follow the regulations developed by the Iron County School District.

(For additional information, click on the *Scales of Conduct Handbook* *link)*

Campus Bell Schedule

Monday-Thursday
Bell Schedule
SEA Campus

1st Period	8:10 - 8:30
2nd Period	8:35 - 9:30
3rd Period	9:35 -10:30
4th Period	10:35 -11:30
Lunch	11:30 -12:25
5th Period	12:25 - 1:20
6th Period	1:25 - 2:20

Friday
Early-Out Bell Schedule
SEA Campus

1st Period	8:10 - 8:40
2nd Period	8:44 - 9:14
3rd Period	9:18 - 9:48
4th Period	9:52 -10:22
5th Period	10:26 -10:56
6th Period	11:00 -11:30
Lunch	11:30 - 12:25

CCR Week Bell Schedule
SEA Campus

Monday – Thursday

2nd Period	8:10 ~ 8:55	(45 min)
3rd Period	9:00 ~ 9:45	(45 min)
4th Period	9:50 ~ 10:35	(45 min)
5th Period	10:40 ~ 11:25	(45 min)
Lunch	11:25 ~ 12:20	(50 min)
6th Period	12:20 ~ 1:05	(45 min)

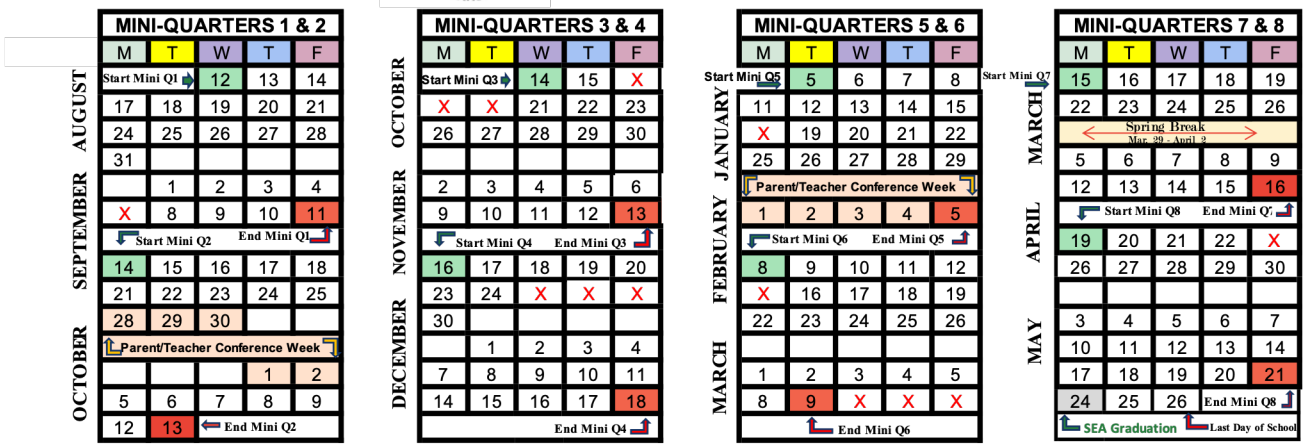
Dismiss at 1:05

CCR Bell Schedule
SEA Campus

Friday

1st Period	8:10 ~ 8:40	(30 min)
2nd Period	8:44 ~ 9:14	(30 min)
3rd Period	9:18 ~ 9:48	(30 min)
4th Period	9:52 ~ 10:22	(30 min)
5th Period	10:26 ~ 10:56	(30 min)
6th Period	11:00 ~ 11:30	(30 min)
Lunch	11:30 ~ 12:20	

2026-2027
SEA School Campus
Mini Quarter Calendar



***Mini-Quarter #1**
August 12- September 11
22 days

***Mini-Quarter #2**
September 14 - October 13
22 days

X = No School/Labor Day

***Mini-Quarter #3**
October 12 - November 14
20 days

***Mini-Quarter #4**
November 16 - December 22
22 days

X = No School
-Teacher PD
-Fall Break
-Thanksgiving Break
-Winter Break

***Mini-Quarter #5**
January 5 - February 5
23 Days

***Mini-Quarter #6**
February 8 - March 9
21 Days

School resumes on Jan. 5th after Winter Break

X = No School
-MLK Day
-President's Day
- Teacher PD Days

***Mini-Quarter #7**
March 15 - April 16
20 days

Spring Break
March 29 - April 2

***Mini-Quarter #8**
April 19 - May 21
24 days

X = No School

SEA Graduation
Monday, May 24th
America First Center @ SUU
@ 5:00 PM

~*Scales of Conduct*~



SEA Scales of Conduct Expectations

Students attending SEA are expected to practice suitable academic and behavioral standards. The SEA Administrative team will determine consequences for inappropriate conduct, which may differ from the following guidelines. Differing or unique situations regarding corrective action may be adjusted to meet the needs of school and/or district policy. Parents will be contacted on all instances resulting in suspension. In-school suspensions will be served at the *Iron County Youth Center* building unless other arrangements are made by the SEA administration. During suspensions, parents/guardians are responsible for transportation to and from the *ICYC* building. A reinstatement meeting must be held with parents and school officials before a student may return to the SEA campus following a suspension.

*****If classes have been dropped in <u>any two mini quarters within the school year</u> due to attendance/tardy issues (including suspensions), alternate options will be offered for high school completion.**

For additional detail, see *<u>Scales of Conduct Handbook</u>*

Discipline Results for:

Unexpected Conduct/Behavior	1st Offense	2nd Offense	3rd Offense
Academic Integrity- Includes, but not limited to copying another's work or allowing another's work to be copied; revealing test content, questions or answers; altering answers, scores or records; plagiarizing.	*Teacher notifies parent/guardian and administration of incident(s) *Teacher discretion-restorative practice-redo/new assignment *Possible 1-day ICYC in-school or home suspension *(see Absence Equivalents)*	*Notify and/or meet with parent/ guardian, student, and administration *Teacher discretion-restorative practice-redo/new assignment *Possible 2-to-3-day ICYC in-school and/or home suspension *(see Absence Equivalents)* *Class(es) possibly dropped for current and/or future mini quarters *(see Absence Equivalents)*	*Notify and/or meet with parent/ guardian, student, and administration *Classes dropped for current and/or future mini quarters depending on severity *(see Absence Equivalents)* *Possible 5-to-10-day ICYC in-school and/or home suspension for academic misconduct *(see Absence Equivalents)*
Alcohol /Drug/Tobacco/Vape Possession/Other Illegal Substance <u>Use</u> Violations– Possessing or using any narcotic, controlled substance or paraphernalia prohibited by law for possession or use. (Doctor prescribed medication must be cleared with school nurse and admin. team) *<u>See SEA's Substance Behavior/Use Policy 1 & 2</u>*	*Notify and/or meet with parent/ guardian, student, and administration *Provide *<u>Substance Agreement</u>*- class attendance during team's class *Possible law enforcement involvement *Possible referral for campus safe-school violation *Possible 1-to-3-day ICYC in school or home suspension *(see Absence Equivalents)* **If the incident is severe, admin may use 2nd or 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Provide *<u>Substance Agreement</u>*-class attendance during team's class *Possible law enforcement involvement *Possible 5-to-10-day ICYC in school or home suspension *(see Absence Equivalents)* *Classes possibly dropped for current and/or future mini quarters *(see Absence Equivalents)* *Potential referral for campus safe-school violation **If the incident is severe, admin may use 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Law enforcement involvement *Classes dropped for current and/or future mini quarters *(see Absence Equivalents)* *Student/parents may be offered alternative route to graduation including: - Possible online courses - Seek a GED *Referral for district Safe School hearing; outcome may include *(but not limited to)* - change/removal of educational setting/placement, suspension, or expulsion.
Assault- Inflicting bodily harm and/or committing an assault upon another person with a weapon.	*Notify and/or meet with parent/ guardian, student, and administration *Law enforcement involvement *Conduct agreement signed *Possible class drop for current and/or future mini quarters (see *Absence Equivalents)* *Possible 3-to-5-day ICYC in-school and/or home suspension *(see Absence Equivalents)* *Possible risk assessment referral *Possible referral for campus safe-school violation **If the incident is severe, admin may use 2nd or 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Law enforcement involvement *Classes dropped for current and/or future mini quarters *(see Absence Equivalents)* *Possible 5-to-10-day ICYC in-school and/or home suspension *(see Absence Equivalents)* *Possible risk assessment referral *Potential referral for campus safe-school violation and/or district Safe School hearing; outcome may include *(but not limited to)*- change/removal of educational setting/placement, suspension, or expulsion. **If the incident is severe, admin may use 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Law enforcement involvement *Classes dropped for current and/or future mini quarters *(see Absence Equivalents)* *Student/parents may be offered alternative route to graduation including: - Possible online courses - Seek a GED *Referral for immediate district Safe School violation hearing; outcome may include *(but not limited to)* – change/ removal of educational setting/ placement, suspension, or expulsion.
Attendance- For students to achieve success in SEA's mini quarter system, attendance is critical. Students must be present and participate in all classes during their scheduled school hours to meet	*Review of attendance policy *<u>Attendance agreement signed</u> *Possibly notify and/or meet with parent/guardian, student, and administration	*Notify and/or meet with parent/ guardian, student, and administration *<u>Attendance agreement signed</u>. *Classes may be drop for current and/or future mini quarters (see *Absence Equivalents)*	*Notify and/or meet with parent/ guardian, student, and administration *Classes dropped for current and/or future mini quarters (see *Absence Equivalents)* *Student/parents may be offered alternative route to graduation including:

requirements and earn recovery and graduation credit.	*Class possibly dropped for current and/or future mini quarters depending on circumstances (see *Absence Equivalents)* *Absences/tardies updated daily on attendance tally spreadsheet.	*Absences/tardies updated daily on attendance tally spreadsheet.	- Possible online courses - Seek a GED
Bullying/Harassment/ Intimidation- SEA strictly prohibits any act of bullying, cyber-bullying, harassment, or intimidation methods including the recording or sharing of such on any school property or in conjunction with any school activity/function or disrupts the educational environment. For more information, please see the *Iron County School District handbook.*	*Notify and/or meet with parent/ guardian, student, and administration *Counselor/school therapist referral *Possible law enforcement involvement *Restorative practice/justice *Possible 1-to-3-day ICYC in-school or home suspension *(see Absence Equivalents)* ***If the incident is severe, admin may use 2nd or 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Counselor/school therapist referral *Potential law enforcement involvement *Restorative practice/justice *3-to-5-day ICYC in-school or home suspension (*see Absence Equivalents)* *Classes possibly dropped for current and/or future mini quarters (*see Absence Equivalents)* *Possible referral for campus safe-school violation and/or district Safe School hearing; outcome may include *(but not limited to)*- change/removal of educational setting/placement, suspension, or expulsion. ***If the incident is severe, admin may use 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Law enforcement involvement *5-to-10-day ICYC in-school and/or home suspension (*see Absence Equivalents)* *Classes dropped for current and/or future mini quarters (*see Absence Equivalents)* *Student/parents may be offered alternative route to graduation including: - Possible online courses - Seek a GED *Referral for district Safe School hearing; outcome may include *(but not limited to)* - change/removal of educational setting/placement, suspension, or expulsion.
Bus Conduct-Students riding school buses will follow regulations developed by the Iron County School District	*Warning issued *Bus driver intervention *Appropriate consequence as outlined by transportation department/driver.	*Notify parent(s)/guardian *Bus driver intervention w/ write up *Appropriate consequence as outlined by transportation department/driver.	*Notify parent(s)/guardian *Revoke bud riding privilege per transportation/driver/district policy
Cell Phone/Electronic Devices- Cell phones and other electronic devices must not distract from the learning process and must not to be used during instructional time anywhere in the school.	*Verbal reminder by class or team's teacher regarding cell phone use *Teacher discretion-may direct student to put the phone away or may involve administration for cell phone to be taken to the office for remainder of school day *(see Scales of Conduct policy)* ***The first offense is not per class; it's an all-campus offense.* **** If the student is non-compliant, admin may use 2nd or 3rd offense protocol*	*Notify and/or meet with parent/ guardian, student, and administration *Loss of electronic device for remainder of the mini quarter in **all** classes. *(see Scales of Conduct policy)* *Device left in office until lunch time, returned following lunch, and picked up at the end of day. *Possible classes dropped for current and/or future mini quarters (*see Absence Equivalents)* *** The second offense is not per class; it's an all-campus offense.* **** If the student is non-compliant, admin may use 3rd offense protocol*	*Notify and/or meet with parent/ guardian, student, and administration *Loss of electronic device privilege for the remainder of school year in **all** classes and device not allowed on campus. *(see Scales of Conduct policy)* *Classes dropped for current and/or future mini quarters depending on severity (*see Absence Equivalents)* *Student/parents may be offered alternative route to graduation including: - Possible online courses - Seek a GED
Discrimination/Hate Speech/Racism- SEA strictly prohibits any act of discrimination, racism and hate speech. ***Defined as**: abusive or threatening speech or writing that expresses prejudice against a particular group, especially based on race, religion, gender identity, sexual orientation or other protected classes.*	*Notify and/or meet with parent/ guardian, student, and administration *Possible law enforcement involvement *Possible counselor/school therapist referral *Restorative practice/justice *Possible 1-to-3-day ICYC in-school or home suspension *(see Absence Equivalents)* ***If discrimination, hate speech or racism is severe, admin may use 2nd or 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Law enforcement involvement *Counselor/school therapist referral *Possible 3-to-5-day ICYC in-school and/or home suspension (*see Absence Equivalents)* *Possible classes dropped for current and/or future mini quarters (*see Absence Equivalents)* *Restorative practice/justice *Possible referral for campus safe-school violation ***If discrimination, hate speech or racism is severe, admin may use 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Law enforcement involvement *5-to-10-day ICYC school placement and/or home suspension *Classes dropped for current and/or future mini quarters (see *Absence Equivalents)* *Student/parents may be offered alternative route to graduation including: - Possible online courses - Seek a GED *Possible referral for district Safe School hearing; outcome may include *(but not limited to)* – change/ removal of educational setting/ placement, suspension, or expulsion.
Disruptive/Defiant Behavior- Acts that disrupt or threaten to disrupt the educational process in the classroom, on campus or at school functions including, but not limited to, disobedience, disrespectful behavior, inappropriate language, harassment, discrimination, or	*Teacher notifies parent/guardian and administration of incident(s) and/or requests parent, student, and administration meeting *Possible student conduct agreement signed *Possible law enforcement involvement *Restorative practice/justice *Possible 1-to-3-day ICYC in-school or home suspension *(see Absence Equivalents)*	*Notify and/or meet with parent/ guardian, student, and administration *Student conduct agreement signed *Possible law enforcement involvement *Classes possibly dropped for current and/or future mini quarters (*see Absence Equivalents)* *Possible 3-to-5-day ICYC in-school or home suspension *(see Absence Equivalents)* *Restorative practice/justice	*Notify and/or meet with parent/ guardian, student, and administration *Possible 5-to-10-day ICYC in-school and/or home suspension. *Possible law enforcement involvement *Classes dropped for current and/or future mini quarters (see *Absence Equivalents)* *Student/parents may be offered alternative route to graduation including:

defiance of authority, or any conduct tending to cause disruption or arouse alarm, anger, or resentment in others.	***If disruption is severe, admin may use 2nd or 3rd offense protocols.*	*Possible risk assessment referral *Possible referral for campus safe-school violation ***If disruption is severe, admin may use 3rd offense protocols.*	- Possible online courses - Seek a GED *Possible risk assessment referral *Potential referral for campus safe-school violation and/or district Safe School hearing; outcome may include *(but not limited to)* – change/ removal of educational setting/ placement, suspension, or expulsion for habitually disruptive students.
Dress and Grooming- Appropriate dress at school and school activities is required. (See Scales of Conduct for details.)	*Possibly notify and/or meet with parent/ guardian, student, and administration *Change inappropriate attire or wear school-issued clothing **In some cases, parent/guardian may need to bring and/or pick up the student to change into proper attire ****If the incident is severe, admin may use 2nd or 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Change inappropriate attire or wear school-issued clothing. *Clothing agreement signed and possibly spend remainder of day at ICYC (*see Absence Equivalents)* **In some cases, parent/guardian may need to bring and/or pick up the student to change into proper attire ****If the incident is severe, admin may use 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Classes dropped for current and/or future mini quarters (*see Absence Equivalents)* *Student/parents may be offered alternative route to graduation *(depending on severity)* including: - Possible online courses - Seek a GED
Fighting- Engaging in any physical form of fighting, regardless of person initiating fight or whether student believes he/she was acting in self-defense including hitting, slapping, pulling hair, biting, kicking, scratching, or any other acts in which a student inflicts or attempts to inflict bodily harm on another person. *Discipline will be given whether on/off campus or during/after school hours depending on its effects on the school environment.*	*Notify and/or meet with parent/ guardian, student, and administration *Possible law enforcement involvement *Possible 1-to-3-day ICYC in-school or home suspension *(see Absence Equivalents)* *Possible referral for campus safe school violation. ***If the fight is severe, admin may use 2nd or 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Law enforcement involvement *Possible 3-to-5-day ICYC in-school or home suspension *(see Absence Equivalents)* *Classes dropped for current and/or future mini quarters (*see Absence Equivalents)* *Other pathways to graduation offered *Potential referral for campus safe-school violation and/or district Safe School hearing; outcome may include *(but not limited to)-* change/removal of educational setting/placement, suspension, or expulsion. *Possible risk assessment referral ***If the fight is severe, admin may use 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Law enforcement involvement *5-to-10-day ICYC in-school and/or home suspension *(see Absence Equivalents)* *Classes dropped for current and/or future mini quarters (see *Absence Equivalents)* *Student/parents may be offered alternative route to graduation including: - Possible online courses - Seek a GED *Possible risk assessment referral *Referral for district Safe School violation hearing; outcome may include *(but not limited to)* -change/ removal of educational setting/ placement, suspension, or expulsion.
Physical/Verbal Aggression- Any act that involves a student becoming physically aggressive towards another student/staff member in which there is aggressive physical contact intended to threaten or harm.	*Notify and/or meet with parent/ guardian, student, and administration *Possible law enforcement involvement *Possible 1-to-3-day ICYC in-school or home suspension (*see Absence Equivalents)* ***If the aggression is severe, administration may use 2nd or 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Conduct agreement signed *Law enforcement involvement *Possible 2-3-day ICYC in-school or home suspension (*see Absence Equivalents)* *Possible risk assessment referral *Possible referral for campus safe-school violation ***If the aggression is severe, administration may use 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration * 5–10-day ICYC in-school and/or home suspension (*see Absence Equivalents)* *Classes dropped for current and/or future mini quarters (see *Absence Equivalents)* *Student/parents may be offered alternative route to graduation *(depending on severity)* including: - Possible online courses - Seek a GED *Possible risk assessment referral *Referral for district Safe School hearing; outcome may include *(but not limited to)-* change/removal of educational setting/placement, suspension, or expulsion.
Pornography- Possessing, accessing, transmitting, copying, or creating material that violates the student code of conduct, Iron County School District policy, student handbook, or district rules and regulations, including but not limited to content that is inappropriate, illegal, copyrighted, pornographic or obscene, threatening,	*Notify and/or meet with parent/ guardian, student, and administration *Possible law enforcement involvement *Possible 1-to-3-day ICYC in-school or home suspension *(see Absence Equivalents)* *Possible referral for campus safe-school violation *Possible loss of technology use (including school and personal devices on campus)-(length of time TBD) ***If the offense is severe, admin may use 2nd or 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Possible law enforcement involvement *Possible 3-to-5-day ICYC in-school or home suspension (*see Absence Equivalents)* *Referral for campus safe-school violation *Possible risk assessment referral *Loss of all technology use; including school and personal devices on campus (length of time TBD)	*Notify and/or meet with parent/ guardian, student, and administration *Law enforcement involvement *All technology privileges will be revoked (including school and personal devices on campus) *Classes dropped for current and/or future mini quarters (see *Absence Equivalents)* *Student/parents may be offered alternative route to graduation *(depending on severity)* including: - Possible online courses

discriminatory, harassing, or offensive.		***If the offense is severe, admin may use 3rd offense protocols.*	*Possible risk assessment referral *Referral for district Safe School violation hearing; outcome may include *(but not limited to)* – change/ removal of educational setting/ placement, suspension, or expulsion.
Public Displays of Affection- Inappropriate attention displayed by students toward one another on campus or during SEA activities.	*Notify and/or meet with parent/ guardian, student, and administration *Warning given *Possible 1-day ICYC in-school or home suspension (*see Absence Equivalents)* ***If the acts are severe, admin may use 2nd or 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Conduct agreement signed *Possible 3-to-5-day ICYC in-school or home suspension *(see Absence Equivalents)* *Possible risk assessment referral *Potential referral for campus safe-school violation. ***If the acts are severe, admin may use 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Classes dropped for current and/or future mini quarters (see *Absence Equivalents)* *Student/parents may be offered alternative route to graduation *(depending on severity)* including: - Possible online courses - Seek a GED *Possible risk assessment referral *Potential referral for campus safe-school violation.
Reckless/Careless Driving- Driving on school property in such a manner as to endanger persons or property, or parking in areas that are not designated.	*Notify and/or meet with parent/ guardian, student, and administration *Law enforcement involvement *Possible 1-day ICYC in-school or home suspension (*see Absence Equivalents)* ***If the incident is severe, admin may use 2nd or 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Law enforcement involvement *Possible 1-to-3-day ICYC in-school or home suspension (*see Absence Equivalents)* ***If the incident is severe, admin may use 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Law enforcement involvement *Revoke privilege of having a car on SEA campus.
School Safety, compromise of Any student found to be compromising school safety measures including, but not limited to, academic misconduct, humiliation of others, random acts of violence, intimidation tactics, threats to injure/harm others, defacing protective equipment will be subject to school consequences.	*Notify and/or meet with parent/ guardian, student, and administration *Possible law enforcement involvement *Possible 1-to-3-day ICYC in-school or home suspension *(see Absence Equivalents)* *Possible classes changed and/or dropped for current and/or future mini quarters (see *Absence Equivalents)* *Possible referral for campus safe-school violation. ***If the acts are severe, admin may use 2nd or 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Law enforcement involvement *Possible 5-to-10-day ICYC in-school or home suspension *(see Absence Equivalents)* *Classes changed and/or dropped for current and/or future mini quarters (see *Absence Equivalents)* *Conduct agreement signed *Possible risk assessment referral *Referral for campus safe-school violation and/or district Safe School hearing; outcome may include *(but not limited to)*- change/removal of educational setting/placement, suspension, or expulsion. ***If the acts are severe, admin may use 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Classes dropped for current and/or future mini quarters (see *Absence Equivalents)* *Student/parents may be offered alternative route to graduation including: - Possible online courses - Seek a GED *Possible risk assessment referral *Possible referral for district Safe School hearing; outcome may include *(but not limited to)* -change/ removal of educational setting/ placement, suspension, or expulsion.
Safe School Violation- <u>Selling/Distributing/Intent</u> to Sell Alcohol, Illegal Drugs, Tobacco/Vape or "Imitations"- Any violation of safe schools' policy including, but not limited to, possession of a weapon, possession or distribution of a drug or controlled substance, or being habitually disruptive. Any student found to be in violation of the safe school policy involving selling/ distributing/ intent to sell alcohol, illegal drugs, tobacco/vape or "imitations" will be subject to school consequences. *<u>See SEA's Substance Behavior/Use Policy #3</u>*	*Notify and/or meet with parent/ guardian, student, and administration *Provide <u>*Substance Agreement*</u> -course attendance during team's class must complete introductory course *Law enforcement involvement *3-to-5-day ICYC in-school or home suspension *(see Absence Equivalents)* *Possible classes dropped for current and/or future mini quarters (see *Absence Equivalents)* *Possible referral for campus safe-school violation and/or district Safe School hearing; outcome may include *(but not limited to)*- change/removal of educational setting/placement, suspension, or expulsion. ***If the offense is severe, admin may use 2nd or 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Provide <u>*Substance Agreement*</u>-course attendance during team's class- must complete entire course *Law enforcement involvement *5-to-10-day ICYC in-school or home suspension (see *Absence Equivalents)* *Classes dropped for current and/or future mini quarters (see *Absence Equivalents)* *Referral for potential campus safe school violation and/or district Safe School violation hearing; outcome may include *(but not limited to)* - change/removal of educational setting/placement, suspension, or expulsion. ***If the offense is severe, admin may use 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Law enforcement involvement *Classes dropped for current and/or future mini quarters (see *Absence Equivalents)* *Student/parents may be offered alternative route to graduation including: - Possible online courses - Seek a GED *Referral for district Safe School hearing; outcome may include *(but not limited to)* - change/removal of educational setting/ placement, suspension, or expulsion.

Sexual Harassment – Inappropriate comments, gestures, or touching of a sexual nature that causes another person to feel uncomfortable or unsafe.	*Notify and/or meet with parent/ guardian, student, and administration *Possible law enforcement involvement *Possible 3-day ICYC in-school or home suspension *(see Absence Equivalents)* *Possible class drop for current and/or future mini quarters (see *Absence Equivalents)* *Possible Title IX investigation *Possible referral for campus safe-school violation ***If the acts are severe, admin may use 2nd or 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Law enforcement involvement *Possible 5-day ICYC in-school or home suspension (see *Absence Equivalents)* *Classes dropped for current and/or future mini quarters (see *Absence Equivalents)* *Possible Title IX investigation *Possible school risk assessment *Referral for district Safe School violation hearing; outcome may include *(but not limited to)*- change/removal of educational setting/placement, suspension, or expulsion. ***If the acts are severe, admin may use 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Law enforcement involvement *Possible 5-to-10-day ICYC in-school or home suspension *(see Absence Equivalents)* *Classes dropped for current and/or future mini quarters (see *Absence Equivalents)* *Student/parents may be offered alternative route to graduation including: - Possible online courses - Seek a GED *Possible Title IX investigation *Possible risk assessment referral *Referral for district Safe School violation hearing; outcome may include *(but not limited to)* – change/ removal of educational setting/ placement, suspension, or expulsion.
Technology; Chronic/Severe Misuse- Inappropriate use of SEA/ICSD computers, internet, and other violations of responsible use policy. (See ICSD Tech Policy)	*Notify and/or meet with parent/ guardian, student, and administration *Strict verbal warning *Restricted technology use in affected class (length of time TBD) *District appropriate use training *Possible law enforcement involvement ***For significant technology misuse, administration may use 2nd or 3rd protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Campus technology uses restricted (length of time TBD) *Possible 1-3-day ICYC in-school or home suspension *(see Absence Equivalents)* *Possible classes dropped for current and/or future mini quarters (see *Absence Equivalents)* *Potential law enforcement involvement *Possible school risk assessment ***For significant technology misuse, administration may use 3rd protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Possible 3-5-day ICYC in-school and/or home suspension (see *Absence Equivalents)* *Technology access revoked for remainder of school year. *Possible school risk assessment *Possible law enforcement involvement
Theft- Unauthorized taking, using, transferring, hiding, possessing, or receiving property of another person or of SEA/ICSD without consent of owner.	*Notify and/or meet with parent/ guardian, student, and administration *Possible law enforcement involvement *Possible 1-to-3-day ICYC in-school or home suspension *(see Absence Equivalents)* *Restorative practice/justice *Possible referral for campus safe-school violation (Thefts over $300 will be handled as a 2nd or 3rd offense.)	*Notify and/or meet with parent/ guardian, student, and administration *Law enforcement involvement *Possible 3-to-5-day ICYC in-school or home suspension (see *Absence Equivalents)* *Restorative practice/justice *Possible school risk assessment *Referral for campus safe-school violation and/or district Safe School hearing; outcome may include *(but not limited to)* - change/removal of educational setting/placement, suspension, or expulsion.	*Meeting with student/parent and administration *Possible 5-10-day ICYC placement and/or home suspension *Law enforcement involvement *Classes dropped for current and/or future mini quarters (see *Absence Equivalents)* *Restorative practice/justice *Possible risk assessment *Possible referral for district Safe School violation hearing; outcome may include *(but not limited to)* – change/ removal of educational setting/ placement, suspension, or expulsion.
Trespassing- Physically present on school campus, in a district vehicle, or at a school activity after being requested to leave by school personnel/law enforcement.	*Notify and/or meet with parent/ guardian, student, and administration *Law enforcement involvement *Possible 1-to-3-day ICYC in-school or home suspension *(see Absence Equivalents)*	*Notify and/or meet with parent/ guardian, student, and administration *Law enforcement involvement *Possible 3-to-5-day ICYC in-school or home suspension *(see Absence Equivalents)* *Classes possibly dropped for current or future mini quarters	*Notify and/or meet with parent/ guardian, student, and administration *Law enforcement involvement *Possible 5-to-10-day ICYC in-school and/or home suspension *(see Absence Equivalents)* *Classes dropped for current and/or future mini quarters (see *Absence Equivalents)* *Potential referral for campus safe-school violation
Truancy/Tardies- In school building, on school grounds, or off school grounds and not in attendance at assigned class. (See attendance policy for details.) Teachers must notify parents (when needed) and log incidents each occurrence.	*Verbal reminder by class or team's teacher regarding attendance policy *Possibly notify and/or meet with parent/guardian, student, and administration *Possible attendance/tardy agreement signed *Possible class drop for current and/or future mini quarters (see *Absence Equivalents)* *Tardies/truancy updated daily on attendance tally spreadsheet.	*Attendance/tardy reminder to Parent/guardian *Attendance/tardy agreement signed *Classes possibly dropped for current and/or future mini quarters (see *Absence Equivalents)* *Absences/tardies updated daily on attendance tally spreadsheet.	*Notify parent(s)/guardian of tardy totals /class dropped *On the fifth tardy per that class, the class is dropped and must be finished through *Edgenuity*. *If classes have been dropped in any two mini quarters within the school year due to attendance/tardy issues, classes will be dropped for current and/or future mini quarters (see above) *Student/parents may be offered alternative route to graduation including: - Possible online courses - Seek a GED

Vaping/ E-Cig/Tobacco- Possessing or using tobacco or vape in a district building or during school hours.	*Notify and/or meet with parent/ guardian, student, and administration *Provide ***Substance Agreement*** - course attendance during team's class- must complete introductory course *Possible law enforcement involvement *Possible 1-to-3-day ICYC in school or home suspension *(see Absence Equivalents)* *Possible referral for campus safe-school violation **If the incident is severe, admin may use 2nd or 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Provide Substance Policy Agreement course attendance during team's class- must complete entire course *Possible law enforcement involvement *Possible 3-to-5-day ICYC in school or home suspension *(see Absence Equivalents)* *Possible referral for campus safe-school violation **If the incident is severe, admin may use 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Law enforcement involvement *Possible 5-to-10-day ICYC in- school or home suspension *(see Absence Equivalents)* *Classes dropped for current and/or future mini quarters (see *Absence Equivalents)* *Potential referral for district Safe School violation hearing; outcome may include *(but not limited to)* – change/ removal of educational setting/ placement, suspension, or expulsion.
Weapons/Fire/Explosives- Possession of a knife, firearm, or lifelike facsimile, lighters, fireworks, confetti/color/stink bombs or any abject that can cause or threaten harm, disruption, or destruction (verbally or through physical posturing) to be used as a weapon. See ICSD Safe School Policy for details.	*Notify and/or meet with parent/ guardian, student, and administration *Law enforcement involvement *Possible 3-to-5-day ICYC in school or home suspension *(see Absence Equivalents)* *Referral for campus safe-school violation and/or district Safe School hearing; outcome may include *(but not limited to)* - change/removal of educational setting/placement, suspension, or expulsion. **If the threat is severe, admin may use 2nd or 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Law enforcement involvement * Up-to 10-day ICYC in-school and/or home suspension *(see Absence Equivalents)* *Classes dropped for current and/or future mini quarters (see *Absence Equivalents)* *Referral for district Safe School hearing; outcome may include *(but not limited to)*- change/removal of educational setting/placement, suspension, or expulsion. **If the threat is severe, admin may use 3rd offense protocols.*	*Notify and/or meet with parent/ guardian, student, and administration *Law enforcement involvement *Classes dropped for current and/or future mini quarters (see *Absence Equivalents)* *Student/parent offered alternative route to graduation including: - Possible online courses - Seek a GED *Immediate 10-day suspension referral for district Safe School hearing; outcome may include *(but not limited to)*- change/removal of educational setting/placement or expulsion.

**SEA teachers and administrative team's goal is to work with students to deter/prevent minor situations from growing into major conflicts in the following ways:

⇒ Review registration packet with students/parents upon enrollment
⇒ Display and review classroom and school expected conduct in classes and during team meetings
⇒ Arrange teacher/student meeting when needed
⇒ Teacher contacts parents/guardians when/if needed
⇒ Arrange parent/teacher/student/Admin meeting when necessary
⇒ Refer students to administrative team for potential interventions

ICSD SAFE SCHOOLS POLICY

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1. Conduct Which May Warrant, But Does Not Require, Suspension or Expulsion

a. A student may be disciplined for any of the following prohibited conduct when it occurs in a school building, or on or in proximity to school property; in conjunction with any school sponsored activity; in or on a school vehicle; is directed at or against another student or a district employee; or when it threatens harm or does harm to the school, school property, a person associated with the school, or property of a person associated with the school.

i. Any unlawful conduct, as that is defined above.

ii. Frequent or flagrant willful disobedience, defiance of proper authority, or disruptive behavior, including the use of foul, profane, vulgar, or abusive language.

iii. Willful destruction, defacing, or damaging of school property.

iv. Behavior, or threatened behavior, 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.

v. Disruptive behavior, as that is defined above.

vi. Possession or use of pornographic material on school property that would constitute a misdemeanor offense under Utah Code § 76-5c-208. (This includes accessing such material through the District computer network or by using any District-owned device.)

vii. Bullying, abusive conduct, cyberbullying, retaliation, and making false allegations of bullying, bullying or retaliation.

viii. Any use of an electronic device or camera to record sounds or images or otherwise capture material in an unauthorized setting or at an unauthorized time shall subject the user of the device to increased discipline based on the circumstances and whether the student has been involved in prior violations of this policy.

(1). The use of any device or any electronic device or camera to threaten, intimidate or embarrass another or to capture and transmit test information or any other information in a manner constituting fraud, theft or academic dishonesty.

ix. The use of any device in a manner which may be physically harmful to another person, such as shining a laser in the eyes of another student. When a student repeatedly engages in such behavior, the punishment may be increased as is appropriate.

b. Selling, giving, delivering, transferring, possessing, controlling, or distributing an alcoholic beverage on or in proximity to school property or at or in proximity to any school sponsored event.

c. Selling, giving, delivering, transferring, possessing, controlling, or distributing tobacco products on or in proximity to school property or at or in proximity to any school sponsored event. Students shall not smoke or use tobacco products on school property or at any school-related or school-sanctioned activity on or off school property. “Tobacco products” includes an electronic cigarette or electronic cigarette product as that has been defined by state law (Utah Code § 76-9-1101).

d. Being under the influence of an alcoholic beverage or controlled substance on or in proximity to school property or at or in proximity to any school sponsored event. (Utah Code § 53G-8-602)

e. Engaging in, assisting, permitting, or otherwise being involved in hazing, as provided by the District's policy prohibiting hazing, Policy JFBA. (Utah Code § 53G-8-209)

f. Engaging in conduct that contains the elements of the offense of arson or aggravated arson under the Utah Criminal Code. (Utah Code § 76-6-102) (Utah Code § 76-6-103)

g. Engaging in conduct that contains the elements of any felony.

h. Sexual Harassment.

i. Gang-related activity: A "gang" as defined in this policy means any ongoing organization, association, or group of three or more persons, whether formal or informal, having as one of its primary activities the commission of one or more criminal acts, which has an identifiable name or identifying sign or symbol, and whose members individually or collectively engage in or have engaged in a pattern of criminal gang activity. Gang-related activity includes but is not limited to:

i. Wearing, possessing, using or distributing, displaying or selling any clothing, jewelry, emblem, badge, symbol, sign or other things which evidence membership in a gang.

ii. Use of a name associated with or attributable to a gang;

iii. Designating "turf" or an area for gang activity or occupation.

2. Conduct Which Requires Suspension or Expulsion

a. A student shall be suspended (out-of-school suspension) or expelled from school for participation in any serious violation affecting another student or a staff member, or any serious violation when it occurs in a school building, in or on school property; or in conjunction with any school sponsored activity including:

i. The sale, control, delivery, transfer or distribution of a drug or controlled substance, as defined in Utah Code § 58-37-2 an imitation

ii. Controlled substance, as defined in Utah Code § 58-37b-2, or drug paraphernalia as defined in Utah Code § 58-37a-3

iii. 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. (Utah Code § 53G-8-205(2), Utah Code § 76-5-102, Utah Code § 76-5-102.3)

3. Conduct Which Requires 1-year Expulsion

a. A student shall be expelled from school for not less than one year, subject to the 45-day review process for mandatory year expulsions set forth below, if the student participates in any serious violation affecting another student or a staff member, or any serious violation when it occurs in a school building, in or on school property; or in conjunction with any school sponsored activity including one of the following violations:

i. possession, control or actual or threatened use of a real weapon, explosive, or flammable device or material;

ii. the actual or threatened use of a look-alike or pretend weapon with intent to intimidate another person or to disrupt normal school activities. (Utah Code § 53G-8-205(2)(b))

Necessary Documents, Forms and Information

Registration Documents-

The following forms provide information about the SEA campus including how-to, needed registration documents, and school/student expectations. Some forms are included in the *SEA Registration Packet* to sign physically, and the online forms can be found on the SEA website page.

(For online forms, parents log into their parent portal to sign and submit, and students log into their student portal to sign and submit)

**Physical Forms:*

Parents and Students: The following physical documents must be acknowledged and signed on the same page by both parties:

- Verification of Student Information
- Challenge Course Waiver/Permission Slip
- Parent Permission for Counseling Services offered
- School Based Outreach Group and Individual Mentoring Program Information & Parent Permission
- Voc Rehab Information form
- Residency Questionnaire
- Science Lab Permission Slip
- Substance Behavior/Use Policy
- Homeschool Exemption form
- Chromebook Agreement and SEA Chromebook issued to the student
- SEA Scales of Conduct Handbook/Enrollment Agreement
  - *-Attendance*
  - *-Cell Phone*
  - *-Dress Code*
  - *-Transportation*
  - *-Behavior and Conduct*
- **Optional-** Lunch Application Info form

Online Forms:* **Parents MUST complete this section BEFORE student can access form.

Parents: Please log into your parent portal in PowerSchool to access the correct documents.

- Responsible Use Policy for Technology (RUP)
- Safe School Policy for students
- Bullying, Cyber-Bullying, Hazing and Retaliation Policy

Students: Please log into your student portal in PowerSchool to access the correct documents.

- Responsible Use Policy for Technology (RUP)
- Safe School Policy for students
- Bullying, Cyber-Bullying, Hazing and Retaliation Policy

(The **optional** $20.00 Chromebook insurance may be paid at the main office desk)

Additional Information:

Due Process:

Because each mini quarter is short, any question, concern, or appeal regarding an attendance or class change/issue and/or decision must take place promptly after parent notification.

Parent/Student Emergency Contact:

In the case of an emergency, parents should call the main office (435- 568- 2800), and the student will be notified immediately. Non-emergency messages will be delivered as soon as possible (outside of class time). Students who have a legitimate reason to call a parent during class time should come to the main office to make an emergency call. Exceptions to this policy can only be made through the administrative team.

The Iron County District policy includes the following:

When teachers have technology needs as part of their instructional activities, they are asked to use school-issued devices rather than students' personal cell phones/electronics whenever possible.

- If a teacher permits student use of a personal device in the classroom, the teacher will clearly communicate to parents and students the conditions under which the use of a personal electronic device is allowed.
- The teacher is granted the right to revoke the use of personal devices if they conflict with the teacher's curriculum or school policy.
- The teacher may request at any time that the personal electronic device be turned off and put away.
- Personal electronic devices are NOT allowed during any standardized testing and assessments (such as ACT, RISE, Utah Aspire+, or any other assessment platform) under any circumstances.

The school reserves the right to search a personal electronic device in accordance with applicable laws and policies if there is reasonable suspicion that the User has violated local, state, and/or federal laws, district policies, administrative procedures, school rules, or engaged in other misconduct while using the device (ICSD Responsible Use Policy).