TABIONA HIGH SCHOOL

TABIONA UTAH

Tabiona School Student Handbook

KEY CONTACT INFORMATION

Main Office: 435-738-1320
Attendance Line: 435-738-1320
Counselor: 435-738-1338
Principal: 435-738-1321

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Duchesne County School District

E³ Framework

3.0

MISSION

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

ENVIRONMENT
(Safety First)

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

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

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

ETIQUETTE
(Integrity First)

HIGH LEVELS OF COLLABORATION
- Integrity, Respect, And Accountability
- Empowering School And District PLCs
- Shared Learner Data Drives Decisions

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

HIGH LEVELS OF FAMILY ENGAGEMENT
- Families Are Engaged In The Learning Process
- School Compacts Highlight The Link Of Students, Families, And School Staff

HIGH LEVELS OF COMMUNITY INVOLVEMENT
- Positive Community Partnerships
- Enhance State And Federal Partnerships

EDUCATION
(Reading First)

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

HIGH EXPECTATIONS OF ALL TEACHERS
- All Adults Accountable For Student Learning
- Evidence-Based Instructional Strategies
- Instructional Coaching And Feedback Provided
- Teacher Clarity

CURRICULUM, INSTRUCTION, AND ASSESSMENTS ALIGNED WITH PRIORITY STANDARDS
- Priority Standards For Every Course
- Sequence Guides Focus On Priority Standards
- Proficiency Scales Guide Instruction
- Personalized and/or Competency Pathways

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

FOCUSED AND ONGOING PROFESSIONAL DEVELOPMENT
- Focused On Classroom Instruction
- Ongoing Training And Embedded Feedback

Mission Statement

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

Our Beliefs

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

Core Values: PRIDE

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

- **P**ersonal Responsibility
- **R**espect
- **I**ntegrity
- **D**iscipline in all aspects of life
- **E**ngagement

Guiding Principles

We will instill these two core principles in our students:

1. **Be where you're supposed to be**
2. **Do what you're supposed to do**

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

Duchesne County
School District

ACCOUNTABILITY SYSTEM

BE PRESENT ⇔ BE ENGAGED ⇔ BEHAVE

Attending class is vital to learning at high levels because teachers are preparing meaningful and relevant lessons that can't just be made up later. The discussions and the real-time corrections that happen in class provide the depth of learning that can only come by being there.

Plus, success in your future career will depend on you being where you are supposed to be.

Active Participation in class is crucial to gaining the knowledge and skills necessary to a fulfilling life. It is not enough to merely show up. Engaging in the lessons each day will be the catalyst for learning and it will enrich the experience exponentially.

Plus, it just makes school more enjoyable when you are active and doing rather than simply sitting there

Courtesy is an attribute that is deeply appreciated by everyone. Your conduct at school has a big impact on how well other students are able to learn. When you behave as expected, our whole school runs better and it makes it a more positive experience for students and staff.

Plus, conducting yourself appropriately builds respect from others. You develop a good reputation that helps you greatly.

Accountability is the bedrock of a thriving school system.
We challenge our students to take ownership of their learning by being present, staying engaged, and maintaining positive conduct.
We challenge our families and staff to support students in their efforts.
When adults and students commit to high standards of accountability, we create a culture of excellence that helps us all to lead a fulfilling life.

Part of our ABCs
(Accountability Based Competency System)

3.0

Duchesne County School District Accountability Compact

Students: **Be Present! Be Engaged! Behave!**

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

And . . .

Parents:

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

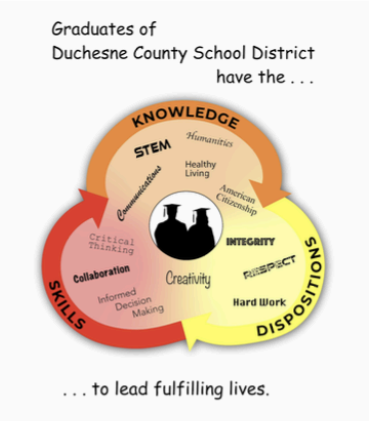
And . . .

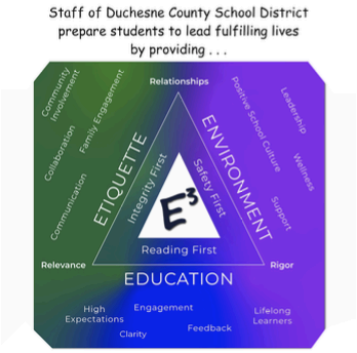
Staff:

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

Then . . .

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





Tabiona High School

Bell Schedule

Monday-Thursday

1st Period	8:00 - 9:20
Advocacy	9:23 - 9:38
2nd Period	9:41 - 11:01
3rd Period	11:04 - 12:24
Lunch	12:24 - 12:49
4th Period	12:54 - 2:14
5th Period	2:17 - 3:37

Friday

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

DUCHESNE COUNTY SCHOOL DISTRICT CALENDAR

JULY 2026 - JUNE 2027 School Year

First Day of School August 20th

July 2026

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

August 2026

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

September 2026

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

October 2026

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

November 2026

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

December 2026

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

School Holidays/Events

Aug. 20	First Day of School
Sep. 7	Labor Day
Oct. 15 - 16	Fall Break
Oct. 23	Training Day/No Students
Nov. 25 - 27	Thanksgiving
Dec. 21	Training Day/No Students
Dec. 22 - Jan. 1	Christmas Break
Jan. 18	Martin Luther King Day
Feb. 15	Presidents Day
Mar. 22	Training Day/No Students
Apr. 5 - 9	Spring Break
Apr. 8 - 9	P/T Conf Trade Days (No Students)
May 26	Last Day of School

Graduation Days

Basin Online	Thursday	Jan 21
Basin Online	Wednesday	May 26
Tabiona	Thursday	May 27
Altamont	Thursday	May 27
Duchesne	Thursday	May 27
Union	Thursday	May 27
Adult Ed	Thursday	June 24

Deadline Dates

Aug. 4, 2026	Proof of Lane Change and License Completion to District Office
Feb. 3, 2027	Sabbatical Leave Requests to District Office
Mar. 3, 2027	Lane Change and Early Retirement Requests to District Office

Symbols

- ◇ Contract Days (No students)
- ▭ **School Holidays (No students)**
- ▬ 12 Month Employee Holidays
- ▭ **First and Last Days of School**
- ◯ Training Days (Contract Days/ No students)

Tabiona Students will be in school on Days Marked in Purple. For Questions Please Call Office at 435-738-1320

January 2027

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

February 2027

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

March 2027

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

April 2027

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

May 2027

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

June 2027

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

Board Approved: 4/8/2025

ACADEMIC REQUIREMENTS

Academic Grading/statement/credits chart(prorate & accredited school)/graduation checksheet

{E3}

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

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

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

Standards Based Grading:

WHY USE STANDARDS-BASED GRADING?

- Provides specific mastery scores connected to the standards of each course.
- It shows specific strengths and areas for growth for individual students.
- Clearly documents every students' progress, using the success criteria, on each standard.
- Allows and encourages multiple opportunities to demonstrate progress throughout the school year.
- Students who require extra time to master a skill are not penalized.
- It is designed for teachers to utilize more pre-tests and formative assessments to guide instruction.
- It demonstrates a student's readiness for summative assessments.
- It shows specifically what students have learned and has a strong correlation to positive standardized testing results.

ASSESSMENTS FOR LEARNING OUTCOMES

A – The student has demonstrated mastery of the standard.

B – The student has mastered all of the simple learning goals "C" and partially mastered the standard "A"

C – The Student has mastered all of the simple learning goals of the standard.

D – The student has partially mastered the simple learning goals of the standard.

F – The student has provided evidence, but has not attained the simple learning goals.

M – Missing. Student has not provided evidence on which to base a grade.

PROFICIENCY SCALES

- Specific scoring guides are created for each standard.
- The success criteria for each standard is clearly defined.
- The needs of students, at all learning levels, are addressed.
- Students learn to evaluate their own skill levels.
- Feedback on the success criteria of each standard is specific and it is done collaboratively.
- Students learn to evaluate their own skill levels using the success criteria.

"Reflective teaching must be based on evidence of student learning, and reflection is most powerful when it is collaborative." —John Hattie

Duchesne County School District
High School Graduation Check Sheet

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

Student Name: _____
Graduation Year: _____

English Language Arts (6.0)

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

Mathematics (6.0)

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

Science (3.0)

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

Social Studies (3.0)

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

Fine Arts (1.5)

CTE (1.0)

Health & PE (2.0)

Health II				
Fit For Life				
PE Elective				

Financial Lit. (0.5)

Computer Lit. (0.5)

Electives (12.5)

Notes:

Credits Earned

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

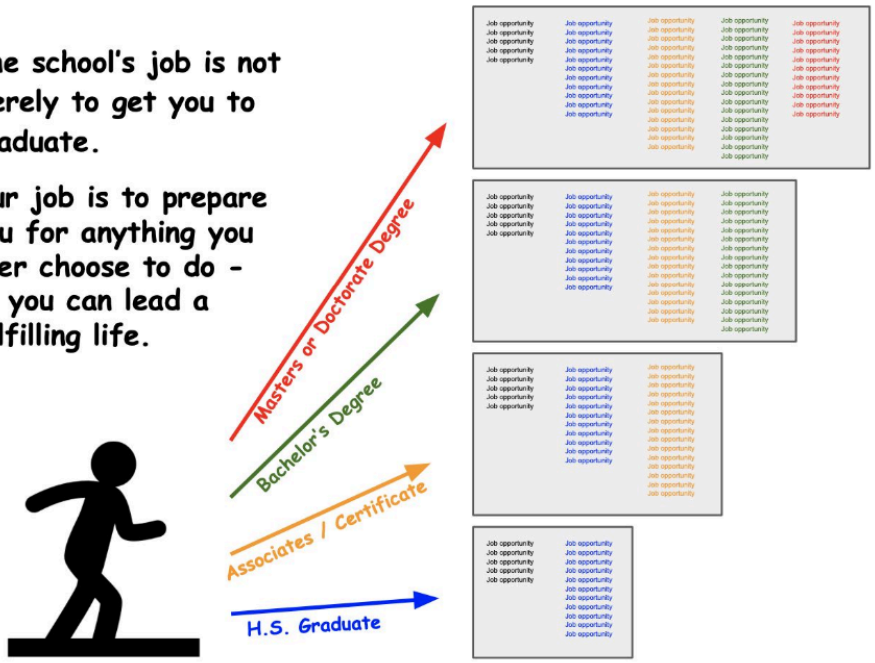
Civics Test Passed: ☐

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

Credits That Should Be Earned At Each Quarter				
	Q1	Q2	Q3	Q4
9th Grade	2.25	4.5	6.75	9
10th Grade	11.25	13.5	15.75	18
11th Grade	20.25	22.5	24.75	27
12th Grade	29.25	31.5	33.75	36

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

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



Career Planning	
Top Career Choice: _____ Courses that would help:	Plan:
2nd Career Choice: _____ Courses that would help:	Plan:
3rd Career Choice: _____ Courses that would help:	Plan:

Academic Honesty

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

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

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

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

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

Grading

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

Release Time –

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

Graduation Requirements

GRADUATION CHECKLIST - 40 CREDITS REQUIRED

- English/Language Arts: **4 credits**
- Mathematics: **4 credits**
- Science: **3 credits**
- Social Studies: **3.5 credits**
- Directed Coursework: **3.5 credits**
- Physical Education/Health: **2 credits**
- Required Electives: **20 credits**

Students must meet the following criteria to graduate with a diploma from Tabiona High School:

Total Credits Required: 40

Homeschool Coursework

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

Demonstrated Competency Assessment (DCA)

Demonstrated Competency Assessment (DCA) allows students to test out of a course to earn high school graduation credit. Students can take a DCA in an identified subject area and receive **0.5 or 1.0 credit** (plus lab credit as applicable).

- DCAs are available in ELA, Math, Health, and PE to all high school students
- Tests are taken at scheduled times for assessment-only DCAs or by appointment before April **15th** for project-based DCAs
- DCAs are completed at the District Learning Center (DLC)
- Students and their parents should meet with a counselor to review previous coursework, standardized test scores, or other relevant experience to decide if they are sufficiently prepared to be successful on a DCA

Core Curriculum Credits (Grades 9–12)

English/Language Arts: 4 Credits

Mathematics: 4 Credits

- Successful completion of Secondary Mathematics I, II, and III or higher
- Parents may request that students replace Secondary III with a course from the Applied or Advanced approved course list
- Students with an IEP will vary according to IEP guidelines
- Students who complete Calculus have met graduation requirements regardless of the number of credits taken

Science: 3 Credits

- **2 credits** from the four science foundation areas: Earth Science, Biological Science, Chemistry, AP Computer Science, or Physics
- **1 credit** from the foundation courses or the applied or advanced science core list

Social Studies: 3.5 Credits

- **1.0 credit:** United States History
- **0.5 credit:** Geography
- **0.5 credit:** Civilization
- **1.0 credit:** United States Government and Citizenship
- **0.5 credit:** Local Education Agency (LEA) Discretion

Directed Coursework: 3.5 Credits

- **1.5 credits:** Fine Arts
- **1.0 credit:** Career and Technical Education (CTE)
- **0.5 credit:** Digital Studies
- **0.5 credit:** General Financial Literacy

Physical Education/Health: 2 Credits

- **0.5 credit:** Health (Required)
- **0.5 credit:** Participation Skills
- **1.0 credit:** Fitness for Life (Required - Combination of classroom and gym)
- **0.5 credit:** Individualized Lifetime Activities
- Optional: **1.0 credit maximum** (Team Sport/Athletic Participation)

Required Electives: 16 Credits

Athletic and Extracurricular Credit

Each activity season may earn up to **0.25 credits**. A total of **1.0 credit** toward Participation Skills (excluding Fitness for Life, which requires seat time in the classroom) may be earned. Credits above the **1.0** for Participation Skills can be used toward elective credits. Standards must be met as outlined by the Utah State Office of Education.

Students must request athletic/extracurricular credit by completing the **Athletic and Extracurricular Credit Request Form** and submitting it with signatures from student, parent, and counselor.

-

Athletic and ExtraCurricular Credit Request

Date:_____

Student Name: _____

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

- Baseball - Years Played_____
- Volleyball - Years Played_____
- Boys Basketball - Years Played_____
- Girls Basketball - Years Played_____
- Track and Field - Years Played_____
- Golf-Years Played_____
- Drama - _____

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

I have met with my counselor and have discussed my credits. I will continue to track my credits and ensure that I am on track to graduate with 42 credits for seniors graduating 2025. Seniors Graduating 2026 will need to obtain 40 credits to graduate. Seniors Graduating in 2027 will need to complete 38. Seniors graduating after 2028 will need 36.

Student Signature: _____

Parent Signature: _____

Counselor Signature: _____

Special Academic Programs

Concurrent Enrollment

Tabiona High School offers Utah State University (USU) Concurrent Enrollment (CE) courses. These courses are generally intended for juniors and seniors.

Important Information:

- Concurrent Enrollment college courses are exactly that—college courses through USU
- Students are responsible to USU and their respective professors/instructors
- Tabiona High School facilitates broadcast and online courses
- Facilitators are not responsible for ensuring students are keeping up with work or obtaining a good grade, though they do their best to remind students
- Facilitators will proctor tests and assessments (if Proctorio is not used)
- Tabiona High School personnel cannot intervene with course instructors on behalf of students
- Facilitators will take daily attendance for state reporting

Requirements:

- USU requires a minimum GPA of **3.0** to enroll in Concurrent Enrollment classes
- Students must maintain a minimum **2.0 GPA** in college courses to continue taking college courses
- Students typically earn **three (3) college credits** per course, which equates to **one (1) high school credit**
- All grades earned will be on both the high school transcript and USU college transcript

Attendance in Concurrent Enrollment Classes

Attendance ultimately affects your grade and citizenship grades in high school. It is expected that students will attend all assigned periods in which they are enrolled in Concurrent Enrollment classes and any Independent Study classes.

Academic Integrity

Per Utah State University and Tabiona High School policies, cheating in any form will not be tolerated and may result in students being dismissed from Concurrent Enrollment college courses.

Dropping Classes

There are parameters and dates for dropping USU college classes, with and without fees, which may have the following consequences:

- If dropped after the withdrawal date, a "W" could be earned, which will be on your college transcript, showing a late withdrawal (colleges view W's negatively)
- Possibility of not earning any credit, from either the college course or the lack of a high school class

Independent Study

Seniors are the only students generally offered Independent Study classes All other students needing to enroll in Independent Study courses will need prior approval and a meeting with parent, student, and Counselor. These will be determined case-by-case.

Policy for attending UB Tech

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

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

Tabiona School requires 40 credits to graduate. Many students reach this easily if they are enrolled in classes every hour each day. The law dealing with work release and student internships has changed and we can no longer issue unlimited credit for these courses. The law is stated as follows:

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

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

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

Academic Recognition

Valedictorian/Salutatorian

The designation of Valedictorian will be based on a student's GPA, with the highest GPA being awarded Valedictorian and the second highest GPA being awarded Salutatorian. If more than one student earns the highest GPA, then no Salutatorian shall be awarded (but may be honored in other ways).

Eligibility:

- Only students who completed at least **50%** of their total senior year in the DCSD high school from which they are graduating will be considered for this honor
- Early graduates may be considered as long as they meet the **50%** requirement
- Grades must be submitted for this honor no later than the Monday before graduation (or sooner if the school requires)
- Grades submitted after this date will not be considered for this honor, but may impact student rankings
- Typically, **3rd Trimester** CE courses do not finalize until after this date and should not be considered in Valedictorian determination if they are not finalized

Graduation Speakers

Graduation speakers shall be chosen from the pool of Valedictorians and/or Salutatorians. Students wishing to speak will audition by submitting their speech by the Monday before graduation. The administrative team and/or designees will review speeches and choose the winning candidate(s). If no speech passes analysis, no honors speaker is required.

Honor Roll

Honor roll is based on students who have Honors in citizenship as well as maintain a **3.7 GPA**.

Academic Integrity

Academic Honesty

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

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

Artificial Intelligence and Natural Language Processing Policy

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

Policy:

Students are required to rely on their own knowledge, skills, and resources when completing schoolwork. To ensure the integrity of the educational process and to promote fair and equal opportunities for all students, the use of Artificial Intelligence (AI) and Natural Language Processing (NLP) tools (collectively, "AI/NLP tools") is strictly prohibited for the completion of schoolwork except as outlined in governing board policy.

The use of AI/NLP tools without the express permission/consent of a teacher undermines the learning and problem-solving skills that are essential to academic success. Students are encouraged to develop their own knowledge, skills, and understanding of course material rather than relying solely on AI/NLP tools, and they should ask their teachers when they have questions and/or need assistance.

Consequences:

Unauthorized use of AI/NLP tools is considered a form of plagiarism, and any student found using these tools without permission or in a prohibited manner will be disciplined in accordance with the Behavioral Referral Process.

Permitted Use:

Under appropriate circumstances, AI/NLP tools can be effectively used as a supplement to and not a replacement for traditional learning methods. With prior teacher permission/consent, students may use such resources to help them better understand and analyze information and/or access course materials.

If students have any questions about whether they are permitted to use AI/NLP tools for a specific class assignment, they should ask their teacher.

Attendance Requirements 5.0220 ¥

5.0220.01 DEFINITIONS

1. Absent

"Absence" or "absent" means the failure of a school-age child assigned to a class or class period to attend at least half of the class or class period as defined by the District. It does not mean multiple tardies used to calculate an absence for the sake of a truancy. *Utah Admin. Rules R277-607-2(1) (March 10, 2025)*

2. Parent Excused

When a student is absent from school for any reason, it is required that a parent or guardian contact the designated school official concerning said absence. If no excuse is provided within three school days, then said absence will be considered unexcused. In elementary schools, this may lead to a compulsory education violation. In secondary schools, this may result in a truancy.

"Valid excuse" means:

A. an illness, which may be either mental or physical, regardless of whether the school-age child or parent provides documentation from a medical professional;
B. behavioral health of the school-age child;
C. a family death;
D. an approved school activity or suspension;
E. an absence permitted by a school-age child's: individualized education plan; or section 504 accommodation plan;
F. Any reason made pursuant to Section 53G-10-205 or 53G-6-803(5).

Utah Admin Rules R277-607-2

3. Chronic Absenteeism

"Chronic absenteeism" means a student misses 10% or more of days enrolled, for any reason, and makes a school aware that a beginning of tiered supports may be needed. *Utah Admin Rules 277-607-2(2)*

4. School Excused: A school activity approved by the principal.

5. Hospitalization: The student is admitted in a hospital and the necessary recovery days afterward.

6. Truancy/Sluff (skipping class)

Any time a student stays away from school without parental or school permission or any time a student leaves school for any reason without prior parental notification to school officials.

7. "Habitual Truant" means a school-age child who is in grade 7 or above and at least 12 years old, who fails to cooperate with efforts on the part of school authorities to resolve the school-age child's attendance problems. *Utah Code 53G-8-211 (1-b-iii-B)*

8. A "school-age child" means a minor who: is at least 6 years old, but younger than 18 years old and is not emancipated. *Utah Code 53G-6-201*

9. Others

Schools may establish other designations to be more specific regarding the attendance categories listed above. Examples of such specific attendance designations could include: out-of-school suspension, in-school suspension, study hall, vacation, school excused, medical, etc.

5.0220.02 ELEMENTARY SCHOOL ACTIONS

1. It is the responsibility of teachers to ensure accurate attendance has been recorded in the manner prescribed by the district.
2. It is the responsibility of the administrator or a designee to record and track a student's absences and, within certain limits, to send notifications to parents and, ultimately, to the proper governmental agencies.
3. Process for Notice of Compulsory Education Violation related to elementaries (child is in 1st-6th grade and 5-11 years old):
    a. Before five days of unexcused absences within a school year, the administration, or designee, will make a Contact Of Inquiry (email, letter, phone call with a follow-up email).
    b. After five days of unexcused absences within the school year, administration, or designee, will send a letter of Compulsory Education Violation through certified mail.
    c. After 10 days of unexcused absences within the school year, and parents/guardian(s) have failed to make a "good faith" effort to meet attendance requirements, the administration will submit a referral to DCFS.
4. Notice of Compulsory Education Violation— A school administrator, a designee of the school administrator, a law enforcement officer acting as a school resource officer, or a truancy specialist may only issue a notice of compulsory education violation to a parent of a student, if the student is in grade 1 through 6 and if the student is truant at least five (5) times during the school year.

The notice of compulsory education violation shall:

5. direct the student's parents to meet with designated school authorities to discuss the student's attendance problems and cooperate with the District to secure regular attendance by the student.
6. specify the school authorities with whom the parent is required to meet.
7. state that it is a class B misdemeanor for the student's parent to intentionally or without good cause fail to meet with the designated school authorities to discuss the student's attendance problems or fail to prevent the student from being truant an additional five (5) or more times during the remainder of the school year.
8. be served on one of the student's parents by personal service or certified mail.
9. The District shall report violations of this policy to the appropriate city, county, or district attorney.

Utah Code § 53G-6-202 (2021)

10. If school personnel have reason to believe that, after a notice of compulsory education violation is issued, the parent has failed to make a good faith effort to ensure that the school-age child receives an appropriate education, the issuer of the compulsory education violation shall report to DCFS (the Division of Child and Family Services):
    a. identifying information of the school-age child and the parent who received the notice of compulsory education violation;
    b. information regarding the longest number of consecutive school days the school-age child has been absent or truant from school and the percentage of school days the school-age child has been absent or truant during each relevant school term;
    c. whether the school-age child has made adequate educational progress;
    d. whether the requirements of Section 53G-6-206 have been met;
    e. whether the school-age child is two or more years behind the local public school's age group expectations in one or more basic skills; and
    f. whether the school-age child is receiving special education services or systematic remediation efforts.

5.0220.04 EXEMPTIONS

Students who meet one or more of the following conditions to the satisfaction of the Board shall be exempt from compulsory attendance requirements and shall be given a certificate, issued by the Board, stating that the minor is excused from attendance during the time specified on the certificate.

1. A student over age sixteen (16) may receive a partial release from school to enter employment, or attend a trade school, if the student has completed the eighth grade.
2. On an annual basis, a school-age child may receive a full release from attending a DCSD school if one of the following is established to the Board's satisfaction:
    a. The school-age child has already completed the work required for graduation from high school.
    b. The school-age child is taught at home in the subjects prescribed by the State Board of Education in accordance with the law, and for the same length of time as school-age children are required by law to be taught in the District.
    c. The school-age child is in a physical or mental condition, certified by a competent physician or physician assistant if required by the local school board or charter school governing board, which renders attendance inexpedient and impracticable.
    d. Proper influences and adequate opportunities for education are provided in connection with the school-age child's employment.
    e. The superintendent has determined that a school-age child over 16 years old is unable to profit from attendance at school because of inability or a continuing negative attitude toward school regulations and discipline.

Utah Code 53G-6-204

Accountability Grading -

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

Tardies

Students are required to be on time for each class.

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

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

Compact Rubric for Accountability grade.

This is automatically calculated in PowerSchool. All Absences count toward the Accountability grade. If a student falls into the Red for any reason, they are ineligible for extracurricular activities until they are out of the Red.
Study Hall will be offered during lunchtime..

3.0

Duchesne County School District

Accountability Grading Proficiency Scale

Be Present! Be Engaged! Behave!

- Beginning with the 2024-25 School Year:
  - Accountability grades will be recorded on the report card.
  - Programs, rewards, and/or extracurricular eligibility are impacted.
  - Study Hall and/or other interventions will be required for those in yellow/red on the compact matrix.
- Beginning with the 2026-27 School Year:
  - No academic credit toward graduation is awarded if any of the Accountability 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.

	Compact Grade	Conduct Grade	Classwork * Grade
H (Honors)	☐ **H** (Blue) metric	☐ On Level 0	☐ All/almost all work is competently completed (90-100%)
S (Satisfactory)	☐ **S** (Green) metric	☐ On Level 1	☐ Large majority of work is competently completed (70-89.9%)
N (Needs Improvement)	☐ **N** (Yellow) metric	☐ On Level 2 or 3 *(at 3, teachers create an intervention plan)*	☐ Most work is competently completed (50-69.9%)
U (Unsatisfactory)	☐ **U** (Red) metric	☐ On Level 4 or Worse *(must include admin and a contract)*	☐ Most work is NOT competently completed (0-49.9%)
Source	*Compact Matrix (Absences & Grade)*	*Conduct Level Chart*	*"Assignments" in Powerschool*
Make Ups?	*Yes. Get the Grade Up*	*Yes. Improve the Level*	*Yes. Get the work done at competent levels.*

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

(3.0 Updated: June 1, 2026)

3.0

Duchesne County School District

Compact Grading Matrix

Secondary

GRADE	PRESENT (# of Days Absent per quarter per class. All absences count, except hospitalization.)																	
	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17+
As																		
Bs																		
Cs																		
Ds																		
F/M																		

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 back into the green or blue. Coordination with parents will take place.
U	An 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

GRADE	PRESENT (# of Days Absent per quarter per class. All absences count, except hospitalization.)																	
	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17+
P																		
F																		

(3.0 Updated: June 1, 2026)

3.0

Duchesne County School District

Accountability Grading Proficiency Scale

Be Present! Be Engaged! Behave!

- Beginning with the 2024-25 School Year:
  - Accountability grades will be recorded on the report card.
  - Programs, rewards, and/or extracurricular eligibility are impacted.
  - Study Hall and/or other interventions will be required for those in yellow/red on the compact matrix.
- Beginning with the 2026-27 School Year:
  - No academic credit toward graduation is awarded if any of the Accountability 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.

	Compact Grade	Conduct Grade	Classwork * Grade
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N (Needs Improvement)	☐ **N** (Yellow) metric	☐ On Level 2 or 3 *(at 3, teachers create an intervention plan)*	☐ Most work is competently completed (50-69.9%)
U (Unsatisfactory)	☐ **U** (Red) metric	☐ On Level 4 or Worse *(must include admin and a contract)*	☐ Most work is NOT competently completed (0-49.9%)
Source	*Compact Matrix (Absences & Grade)*	*Conduct Level Chart*	*"Assignments" in Powerschool*
Make Ups?	*Yes. Get the Grade Up*	*Yes. Improve the Level*	*Yes. Get the work done at competent levels.*

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

(3.0 Updated: June 1, 2026)

Classwork Accountability Grading ¥

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

3.0

	Duchesne County School District **Classwork Example**	

PowerTeacher Pro Assignments

Due Date	Category	Assignment	Collected		
02/25/2026	Learning Intentions	10d. Solve Exponential Functions			
02/25/2026	Learning Intentions	10e. Compare Linear and Exponential Models			
02/24/2026	Practice Work	10d. Essay - Solve Exponential Equations		✓	
02/24/2026	Practice Work	10d. Practice1 - Solve Exponential Equations		✓	
02/24/2026	Practice Work	10d. Practice2 - Solve Exponential Equations		✓	
02/24/2026	Practice Work	10d. Re-practice - Solve Exponential Equations		✓	
02/24/2026	Practice Work	10e. Practice - Compare Linear and Exponential Mo		✓	
02/24/2026	Practice Work	10e. Re-practice - Compare Linear and Exponential		✓	

All 6 Practice Work assignments were turned in at competent levels
as indicated by the green circle with a check mark in it.
The Classwork grade is an **H**.

STUDENT BEHAVIOR

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

3.0

Duchesne County School District
Conduct Levels

Description	Possible Intervention(s)	
Level 0 - Classroom • Exemplary behavior in every school setting.	• Positive relationships • Fulfilling life	• Conduct Grade: **H**
Level 1 - Classroom • Not following class or school rules.	• Behavior is corrected in class • Informal Documentation	• Parents Notified By Teacher • Conduct Grade: **S**
Level 2 - Classroom / School • Repeated level 1 behaviors • Distracting, Disrupting, Disrespecting • *Examples: pushing, talking out, inappropriate language, etc.*	• Verbal warning • Teaching of replacement behaviors • Behavior Tracker	• Parents Notified By Teacher/Admin • Informal Documentation • Conduct Grade: **N**
Level 3 - School • Repeated level 1-2 behaviors • Disrespecting, Defying, Destroying, Degrading • *Examples: insults, obstinance, bullying, damaging, etc.*	• Lunch DT or In-School Suspension • Refocus Lesson • Academic Probation • Behavior Tracker	• Parents Notified • Formal Documentation • Intervention Plan Created • Conduct Grade: **N**
Level 4 - School • Repeated level 1-3 behaviors • Destroying, Degrading • *Examples: vaping, drugs, harassing, fighting, threats, etc.*	• In-School Suspension • Out-of-School Suspension • Refocus Lesson • Academic Probation	• Parents Notified • Formal Documentation • Contract Created • Conduct Grade: **U**
Level 5 - School / District • Repeated level 1-4 behaviors • Distributing Illegal Substances, Dangerous, Weapon	• Out-of-School Suspension • Home Placement for Instruction • Individualized Plan	• Parents Notified • Formal Documentation • New Contract Created • Conduct Grade: **U**
Level 6 - District • Repeated level 1-5 behaviors, Weapon • Failed School Contract	• Expulsion / Home Placement • Alternate Location of Instruction • Individualized Plan	• Parents Notified • Formal Documentation • New Contract Created • Conduct Grade: **U**
Level 7 - District /Juvenile System • Failed District Contract	• Full Expulsion	• Entry into Juvenile System

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

(3.0 Updated: June 1, 2026)

3.0

Duchesne County School District
Conduct Contract

Level # _____

School:		Date:		Student:	

Individualized Evidence-Based Behavior Intervention Plan

WHY? What conduct has caused you to be at this level?	**ACTION PLAN** What actions will improve your conduct in the future? Follow-Up Timeline:
CONSEQUENCES Natural or Imposed. Personal or Relationships.	**NEEDS** What do you need in order to succeed in the action plan?

Student: _____ Parent: _____

School: _____ Date: _____

(3.0 Updated: June 1, 2026)

Classroom Conduct

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

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

Gymnasium Conduct

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

Hall Conduct

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

Bus Conduct

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

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

School and Extracurricular Activities Trip Conduct

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

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

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

{E3}

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

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

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

Safe schools

{E3}

Safe Schools

This policy is adopted by the Board of Education of Duchesne School District pursuant to UCA 53A-11-901 - 907. The Board intends to provide every student in the district with the opportunity to learn in an environment that is safe, conducive to the learning process, and free from unnecessary disruption. The Board has invited and received input from district employees, parents and guardians of students, and the community. The Board now adopts this policy, based on the principle that every student is expected to follow rules of conduct, and to show respect for others and to obey persons in authority at the schools.

Delegation of Authority

Students should be aware that certain behavior, outlined herein and in other policies of the district, is unacceptable and will result in disciplinary action. The superintendent and his designees will enforce district policies with the aim of assisting students and their parents or guardians in understanding that unacceptable behavior will not be tolerated and will be dealt with in accordance with the Board's disciplinary policies.

The Board hereby delegates its authority to suspend students for up to 10 days to principals and vice principals in each school in the District. (In addition, the Board authorizes hearing officers to conduct informal hearings.)

Publication of Safe Schools Policy

A copy of this policy shall be given to each student in school in the district once each school year. Each student transferring to a school in the district who was not attending a school in the district just prior to the transfer shall receive a copy of this policy. A copy of this policy shall be posted in each school in the district. Any significant change in this policy shall be posted in each school in the district.

Conduct Resulting in Suspension/Expulsion

A student may be suspended/expelled from school for participation in any of the following prohibited conduct when it occurs in a school building, in or on school property, in conjunction with any school-sponsored activity, or when it occurs in the presence of or is directed at or against another student or district employee:

1. Continued willful disobedience or open/persistent defiance of proper authority.
2. Willful destruction or defacing of school property.
3. Behavior, threatened behavior, or intimidation, which poses an immediate and significant threat to the welfare, safety or morals of other students or school personnel or to the operation of the school.
4. Behavior that unreasonably disrupts or interferes with the educational process for other students.
5. Sells, gives, delivers, transfers, possesses, controls, uses or distributes alcoholic beverages, tobacco products, vaping products, controlled substances, psycho-toxic chemicals or over the counter medication within 1000 feet of school property or any school-sponsored event.

6. Is under the influence of alcoholic beverages, controlled substances, psycho-toxic chemicals or has intentionally misused over the counter medication within 1000 feet of school property or any school-sponsored event.

Mandatory Suspension/Expulsion

Students shall be suspended/expelled from school for participation in any of the following prohibited conduct when it occurs in a school building, in or on school property, or within 1000 feet of school property or within 1000 feet of and in conjunction with any school-sponsored activity, or when it occurs in the presence of or is directed at or against another student or district employee:

1. Possession of a weapon, explosive, or flammable material.
2. The actual or threatened use of a look-alike weapon with intent to intimidate another person or to disrupt normal school activities within 1000 ft. of school grounds.
3. The sale, control, delivery or transfer or distribution of a drug or controlled substance as defined in UCA 58-37b-2.
4. The sale, control, distribution, delivery, or transfer of imitation controlled substances as defined in UCA 58-37b-2.
5. The sale control or distribution of drug paraphernalia as defined in UCA 58-37a-3.
6. Commission of an act involving the use of force or the threatened use of force which, if committed by an adult would be a felony or class A misdemeanor.
7. Assaults a teacher or other individual. A student who commits an assault will be suspended until the next regularly scheduled school board meeting.

Behaviors Resulting In Suspension/Expulsion

In an effort to provide help/services as well as identify students as possible with severe behavioral candidates, and in addition to the current policies, a plan of behavior identification, safety, and security has been established. For detailed descriptions of listed categories below, refer to the school student handbook.

Behaviors Displayed

- Weapons at School (gun, knife)
- Fighting
- Bullying
- Sexual Harassment
- Severe Defiance to Authority
- Disregard for Property
- Drugs, Alcohol, Tobacco, Vaping

Weapons at school is a safe school violation with an automatic safe school hearing required.

Severe Step One: Student will be suspended for up to 5 days, referred to local police, and a wellness check to be conducted by police. Access to guns discussed with parents. Upon return to school, the student will be required to complete a behavior plan with school administration.

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

Severe Step Three: Student will be identified as a “danger to safety of self/others.” This student will be suspended indefinitely pending a safe schools hearing with the District Student Services Director. Student will not be allowed to attend district schools or activities, but may continue through online services/intervention, etc., under district guidance. A wellness check will be conducted by police.

Extra consideration may be given if any of the following self-harming behaviors are displayed.

- Suicide Ideation, Threats of Suicide
- Cutting
- Acting in Unsafe Ways
- Depression

Incidents involving students with an IEP will be reviewed on an individual basis.

Items not allowed at school {E3}

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

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

EMERGENCY PROCEDURES

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

Parent Notifications

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

Dismissal

- Students will be transported by bus to a safe location or walked across the street to the LDS Church as a central gathering place for all students and staff.
- Students being checked out by a parent/legal Guardian, will need to be signed out with school secretary or person in charge of school attendance. Please do not just take your students or tell the teacher in charge. Students will not be released to anyone but a Parent/Legal Guardian
- Our goal and mission are to return all children home safe without confusion or incident.

Bullying

- Definitions as used in Utah law 53G-9-601
- "Abusive conduct" means verbal, nonverbal, or physical conduct of a parent or student directed toward a school employee that, based on its severity, nature, and frequency of occurrence, a reasonable person would determine is intended to cause intimidation, humiliation, or unwarranted distress. A single act does not constitute abusive conduct.
- "Staff bullying" means a school employee, with the intent to cause harm, repeatedly committing a written, verbal, or physical act against a student or another school employee, or engaging in a single egregious act toward another employee involving an imbalance of power, that: (i) creates an environment that a reasonable person would find hostile, threatening, or humiliating; and (ii) substantially interferes with a student's or employee's educational or professional performance, opportunities, or benefits.
- "Staff bullying" does not mean instances of: (i) ordinary teasing, horseplay, argument, or peer conflict; (ii) reasonable correction of behavior by a school employee; or (iii) reasonable coaching strategies and techniques by a school employee who is a coach.
- "Student bullying" means one or more students, with the intent to cause harm, repeatedly committing a written, verbal, or physical act against another student, or engaging in a single egregious act toward another student involving an imbalance of power, that: (i) creates an environment that a reasonable person would find hostile; and (ii) interferes with a student's educational performance, opportunities, or benefits.
- "Student bullying" does not mean instances of: (i) ordinary teasing, horseplay, argument, or peer conflict; (ii) reasonable correction of behavior by a school employee; or (iii) reasonable coaching strategies and techniques by a school employee who is a coach.

- "Cyber-bullying" means using the Internet, a cell phone, or another device to send or post text,
  video, or an image with the intent or knowledge, or with reckless disregard, that the text, video, or image will hurt, embarrass, or threaten an individual, regardless of whether the individual directed, consented to, or acquiesced in the conduct, or voluntarily accessed the electronic communication.
- "Hazing" means a school employee or student intentionally, knowingly, or recklessly committing an act or causing another individual to commit an act toward a school employee or student that:
  I. (A) endangers the mental or physical health or safety of a school employee or student; (B) involves any brutality of a physical nature, including whipping, beating, branding, calisthenics, bruising, electric shocking, placing of a harmful substance on the body, or exposure to the elements; (C) involves consumption of any food, alcoholic product, drug, or other substance or other physical activity that endangers the mental or physical health and safety of a school employee or student; or (D) involves any activity that would subject a school employee or student to extreme mental stress, such as sleep deprivation, extended isolation from social contact, or conduct that subjects a school employee or student to extreme embarrassment, shame, or humiliation; and
  II. (A) is committed for the purpose of initiation into, admission into, affiliation with, holding office in, or as a condition for membership in a school or school sponsored team, organization, program, club, or event; or (B) is directed toward a school employee or student whom the individual who commits the act knows, at the time the act is committed, is a member of, or candidate for membership in, a school or school sponsored team, organization, program, club, or event in which the individual who commits the act also participates.

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

All incidents of bullying will be investigated and dealt with on a case-by-case basis. Results could include suspension and/or reported to the Duchesne County School Resource Officer.

Bullying will not be tolerated on any level and needs to be reported to a teacher or the main office immediately.
Bullying by a student or parent toward a teacher or other students will not be tolerated and dealt with appropriately.

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

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

If you See any of the following:

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

Be a Leader! Be a Warrior!

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

Fighting

Fighting will not be tolerated.

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

Language

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

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

Tobacco, Alcohol and Drugs

- Tabiona is a drug-free school and hopes to instill education to help students understand the harmful and addictive effects of these substances.
- To help keep our schools safe and free from Drugs, we will be using Vape Detectors in the school bathrooms and locker rooms.
- Tobacco, alcohol, and/or drug use is prohibited by students and adults on campus, or at any school-sponsored event.
- Types of banned substances and devices:
  - Cigarettes
  - Smokeless tobacco (i.e., chewing tobacco snuff, or dip)
  - Electronic cigarettes
  - Vaporizing devices

- Alcohol is any liquid containing alcohol (beer, whiskey, cough syrup, etc.) that may be consumed with the intent of becoming intoxicated.
- Drugs are any medicine or other substance that has a physiological effect when ingested or otherwise introduced into the body.
  - Prescription Medications
  - Controlled Substances
  - Marijuana
  - Psycho-toxic chemicals, including inhalants (glue, markers, etc.)
  - Consequences: Adults using tobacco, and alcohol. vaping, drugs, or those are impaired will be asked to leave the school or event. If the adult does not comply the sheriff's office will be called and charges filed.

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

Athletic Drug Testing Policy

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

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

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

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

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

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

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

Sexual Harassment

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

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

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

Technology and Electronic Devices

Cell phones

{E3} DCSD Policy

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

5.0710.01 Definitions

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

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

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

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

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

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

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

5.0710.02 Restriction Of Devices

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

Cellphones, Smartwatches, emerging technologies, and listening devices must be turned off and out of sight during school. They may remain in the possession of the student, but cannot be visible in part or whole. This begins when the student arrives at school for the day and ends when students are dismissed for the day. Students will only be allowed to use school-issued electronic devices during class time. Students must keep personal devices off and out of sight during recess, passing time, and every other

activity during the school day. As an exception, schools who have an open campus during lunch may allow students to use their personal devices throughout the lunch period. Schools that are a closed campus during lunch shall not allow student use of personal devices during lunch.

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

5.0710.03 Exceptions

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

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

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

5.0710.04 Consequences

Any personal electronic device seen or heard will be confiscated.

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

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

Tabiona High School has a zero-tolerance policy regarding:

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

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

Other Disruptive Items

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

Examples: Skateboards, Rollerblades, laser lights, etc.

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 Tabiona High School.

School Activities and Participation

Honors Trip

The Honors trip will be based on two categories:

- Grades
- Compact Grading

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

- Our goal is to help students be responsible for their actions. If a student needs to make up a Compact grade, they may do so during the next quarter with community service hours.
- GPA cannot be made up unless the student completes the entire course again, following the state guidelines on grade forgiveness.

- Students must receive a minimum GPA of 3.7 in all four quarters
- Students must receive an H in their Compact Grade in all three areas of the Compact Grading Rubric rubric.

Extra-curricular Activities

- Extra-curricular activities are a privilege.

- The purpose of the UHSAA shall be to administer and supervise interscholastic activities among its member schools according to the Association Constitution and By-Laws. Knowing that student activities are a significant educational force in the development of skills needed to become a contributing member of society, the UHSAA reaffirms that students are the focus and reason for the Association. As such, the Association will provide opportunities that: • Promote sportsmanship and safe competition through standardized eligibility rules. • Provide interscholastic sports, music, speech/debate, and theatre. • Create learning laboratories where practical life situations, teamwork, sportsmanship, winning and losing, hard work, leadership, and cooperation are taught. • Nurture self-realization and build self-confidence. • Promote, through participation, higher academic achievement, better attendance, lower drop-out rates, and positive citizenship

- The central purpose of schooling is the academic program of studies for students. However, supportive to the instructional program is a diverse array of school-sponsored student activities that are frequently an extension of the academic program. They include such things as musical and dance performing groups, speech/debate and sports teams, student publications and government, clubs, and social activities, etc. Those involved in student activities generally achieve better grades, attendance, citizenship, and personal discipline than do nonparticipants.

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

{E3}

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

SCHOOL TRIPS/ACTIVITIES

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

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

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

Participation Policy

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

- **Grades** - 2.0 GPA with no Fs from the previous grading period, this includes all students 7-12 (summer school can be used as a grading period at teachers' discretion).
- **Compact Grading** - Any student with excessive study hall hours or safe school infractions, including tobacco, drugs, alcohol and bullying, will not be able to go on trips. Students must not have a U (Unsatisfactory) Grade to be eligible to compete with a team,or any other extracurricular activities or field trips.
- **Activity day attendance** - students must attend the entire day of school to participate in an activity (exceptions must be cleared with the administration).
- **Forms** - all required forms must be turned in before the student participates in the activity (RMA, Fees, Physical, ect.)
- **Fees** – paid in full or arrangements made with the financial secretary
- **Bus Rules** - All students must ride the bus to and from activities. (May ride with a Parent or Legal Guardian home upon the coach's discretion.) In extenuating circumstances, a student may ride to an activity only with parent or guardian. The principal will determine these situations well in advance.
- Students must have a written release to ride with their parents. (Students may not be excused to any other person.)
- Prior approval (before bus leaves) by the school must be made to ride with someone other than a parent or guardian in the form of written permission.
- Boys and girls will be separated (not in same seat) during all bus trips, no exceptions

General School Policies

Visitors

{E3} Parents, guardians, grandparents, and other persons interested in the education of our children are encouraged to visit the school. Visitors are required to check in with the office and wear a visitor's badge.

The administration reserves the right to refuse school visits at times that may alter the effectiveness of instruction. Students from other schools will not be allowed to visit.

Dress code

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

1. Clothing:
    a. The attire and appearance of students should always be neat and clean.
    b. All shirts, blouses, or dresses must have sleeves and must cover the shoulder, as well as the entire midsection, and not be low-cut.
    c. No attire or accessories with writing or pictures depicting or promoting controlled substances, including brand names, or violence shall be worn to school or school-sponsored activities; nor shall attire with vulgar expressions or obscene pictures be permitted on shirts.
    d. Shoes are to be worn while in school and on the school campus.
    e. The length of the bottom must extend past the student's fingertips while standing. Pants, shorts, skirts, dresses must not allow skin to show within these parameters. Layered clothing or patches may be used to meet these requirements.
    f. Bottom attire must sit on the waist of the individual and can not hang below.
    g. Proper athletic wear should be worn in physical education classes. PE Uniforms are required for secondary students.
2. Hair:
    a. Styled so that it is neat, clean (to protect health), and well-groomed.
    b. Colored hair is permitted. Hair dye must be permanent enough not to be transferred from the hair. Hair must not be a distraction to learning.
3. Accessories:
    a. Hats/baseball caps are allowed as long as they are not a distraction to learning. Hoodies are not allowed to cover the head.
    b. Bandanas are not permitted on school grounds.
    c. Wallet chains are not allowed.
    d. Belts must be worn properly and tucked into the pant loops. Belts can not be excessively long and hang freely from the body.
4. Piercings are permitted unless they are a distraction to the student or others.
5. Clothing, attire, or accessories that mimic non-human characteristics are not permitted.
6. Wearing, possessing, using or distributing, displaying, or selling any clothing, jewelry, emblem, badge, symbol, sign, or other things which evidence membership in a gang.
7. The principal will determine whether any exceptions to the above criteria are necessary for special school events, activities, or weather conditions.

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

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

DRIVING/PARKING

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

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

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

Emergency Procedures

EMERGENCY CONTACT METHODS

- Alert posted at www.dcsd.org
- Automated PowerSchool calling system
- Personal calls using calling tree
- DCSD app notification

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

Thank you,
Mr. Jenkins

Acknowledgment:

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

Parent Signature	Student Signature
_____	_____