Grantsville High School
Student & Parent Handbook

Catch the Cowboy Spirit—
A real Cowboy has a plan and follows that plan every day.
Real Cowboys don’t just think of themselves;
they also help others make good choices.

155 Cowboy Drive
Grantsville, Utah 84029
435-884-4500
Fax: 435-884-4519

This handbook is designed to serve as a helpful resource to all students and parents in knowing the personnel, schedules, rules and procedures. Students are encouraged to be familiar with the expectations and opportunities included in the handbook.

This planner belongs to:

Name _______________________________________________________________
Address _______________________________________________________________
City/Town ____________________________ Zip Code ___________________
Phone _______________________________________________________________
Student No. ____________________________ Locker # ___________________

Name Position Extension Email Address
Kenna Aagard - Principal ext. 3100 kaagard@tooeleschools.org
Mark Thornton - Asst. Principal ext. 3104 mthornton@tooeleschools.org
Luke Thomas – Asst. Principal ext. 3129 luthomas@tooeleschools.org
Scott Mouritsen - Athletic Director ext. 3170 smouritsen@tooeleschools.org
Shelley Snow - Financial Sec. ext. 3102 ssnow@tooeleschools.org
Trudi Hunt - Purchasing Sec. ext. 3101 thunt@tooeleschools.org
Suzanne Fisher - Attendance Sec. ext. 3105 sfisher@tooeleschools.org
Sandi Martensen - Registrar ext. 3120 sthomas@tooeleschools.org
Student Handbook Index

1. Welcome from Principal, Student Body President
2. School Song.
4. Directory of district and school leadership.
5. Faculty assignments.
6. Educational Philosophy.
7. Student Responsibilities and Code of Conduct.
13. Non-Discrimination and Equal Opportunity Statements
Welcome from GHS Principal…

Welcome to Grantsville High School! On behalf of our amazing staff I would like welcome you back to school. We are excited to begin this new school year and look forward to a fantastic year in which our students can learn and excel in and out of the classroom. Grantsville High School is rich in tradition and has high expectations for student growth and success.

As you begin another year of your education we simply ask that you do your very best. Strive for excellence and get involved in school activities and organizations. High school years go by quickly, so make great memories of your time here at Grantsville High School.

“Home of the Cowboys”

Mrs. Aagard
Principal

A Welcome From Your Student Body President...

Welcome students of GHS! On behalf of the Student Body Officers and the entire student government, I would like to express our excitement to be able to serve the students of Grantsville High. As the 2019-2020 school year begins, I challenge you to make this school year the best one yet! Throughout my years at Grantsville High I have learned that the level of fun, satisfaction, happiness, and the quality of your experience all depends on you. This year of high school, whether you are a freshman, sophomore, junior, or senior, could be the most memorable if YOU choose to make it so. Be the change, get involved, have school pride, and remember the power you have. So let's make this the best year ever!

Sincerely,
Andrew Brown
Student Body President
Grantsville High School Song

The Grantsville High School Song was written by Maxine Stromberg Painter

1st Verse:
Once again here our schoolmates assemble  
With fame we lift our hearts in song  
To our high school, our dear alma mater  
Let gladness and moments prolong  
We are proud of our lads and our lasses  
Of honors won in days gone by  
So here's a cheer for our old high school,  
For our old high school, our Grantsville High.  
Here's to our classes, here's to our lasses,  
Here's to the lads they adore  
Here's to the Seniors so mighty  
Juniors so fighty, Freshy and Sophomore  
Let mirth and gladness banish all sadness  
And as the days go by  
You'll find us ready and steady  
Boosting for our old high.

2nd Verse:
Soon for us will our school days be ended  
The dream of youth that fade so fast  
But we know that the heart oft will ponder  
On memories and scenes that are past  
There are days that will long be remembered  
And friendships true that ne'er shall die  
So here's a cheer for our old high school  
For our old high school, our Grantsville High.  
Here's to our classes, here's to our lasses  
Here's to our lads they adore  
Here's to the Seniors so mighty,  
Juniors so fighty, Freshy and Sophomore  
Let mirth and gladness banish all sadness  
And as the days go by  
You'll find us ready and steady  
Boosting for our old high.
# Daily School Schedule

Lunch times are designated by location of 4th/9th period classroom

## Regular Block Schedule: Monday-Thursday 70 Minute classes

<table>
<thead>
<tr>
<th>Time</th>
<th>Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:55</td>
<td>Warning bell</td>
</tr>
<tr>
<td>8:00-9:10</td>
<td>1st/6th period</td>
</tr>
<tr>
<td>9:15-10:25</td>
<td>2nd/7th period</td>
</tr>
<tr>
<td>10:30-11:40</td>
<td>3rd/8th period</td>
</tr>
<tr>
<td>11:40-12:10</td>
<td>1st lunch</td>
</tr>
<tr>
<td>12:15-1:25</td>
<td>4th/9th period</td>
</tr>
<tr>
<td>11:45-12:55</td>
<td>4th/9th period</td>
</tr>
<tr>
<td>12:55-1:25</td>
<td>2nd lunch</td>
</tr>
<tr>
<td>1:30-2:40</td>
<td>5th/10th period</td>
</tr>
</tbody>
</table>

## Early Release Friday Schedule: 55 Minute classes

<table>
<thead>
<tr>
<th>Time</th>
<th>Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:55</td>
<td>Warning Bell</td>
</tr>
<tr>
<td>8:00 – 8:55</td>
<td>1st/6th Period</td>
</tr>
<tr>
<td>9:00 – 9:55</td>
<td>2nd/7th Period</td>
</tr>
<tr>
<td>10:00-10:55</td>
<td>3rd/8th Period</td>
</tr>
<tr>
<td>10:55 – 11:25</td>
<td>1st Lunch</td>
</tr>
<tr>
<td>11:30 – 12:25</td>
<td>4th/9th Period</td>
</tr>
<tr>
<td>11:00 – 11:55</td>
<td>4th/9th Period</td>
</tr>
<tr>
<td>11:55 – 12:25</td>
<td>2nd Lunch</td>
</tr>
<tr>
<td>12:30 – 1:30</td>
<td>5th/10th Period</td>
</tr>
</tbody>
</table>

## A.M. Assembly Schedule: 60 Minute Classes

<table>
<thead>
<tr>
<th>Time</th>
<th>Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:55</td>
<td>Warning bell</td>
</tr>
<tr>
<td>8:00-9:00</td>
<td>1st/6th Period</td>
</tr>
<tr>
<td>9:00-9:50</td>
<td>Assembly</td>
</tr>
<tr>
<td>9:55-10:55</td>
<td>2nd/7th Period</td>
</tr>
<tr>
<td>11:00-12:00</td>
<td>3rd/8th Period</td>
</tr>
<tr>
<td>12:00-12:30</td>
<td>1st lunch</td>
</tr>
<tr>
<td>12:05-1:05</td>
<td>4th/9th period</td>
</tr>
<tr>
<td>12:35-1:35</td>
<td>4th/9th period</td>
</tr>
<tr>
<td>1:05-1:35</td>
<td>2nd lunch</td>
</tr>
<tr>
<td>11:40-2:40</td>
<td>5th/10th period</td>
</tr>
</tbody>
</table>

## P.M Assembly Schedule: 55 minute classes

<table>
<thead>
<tr>
<th>Time</th>
<th>Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:55</td>
<td>Warning Bell</td>
</tr>
<tr>
<td>8:00-8:55</td>
<td>1st/6th Period</td>
</tr>
<tr>
<td>9:00-9:55</td>
<td>2nd/7th Period</td>
</tr>
<tr>
<td>10:00-10:55</td>
<td>3rd/8th Period</td>
</tr>
<tr>
<td>10:55-11:25</td>
<td>1st Lunch</td>
</tr>
<tr>
<td>11:30-12:25</td>
<td>4th/9th Period</td>
</tr>
<tr>
<td>11:55-12:25</td>
<td>2nd Lunch</td>
</tr>
<tr>
<td>12:30-1:30</td>
<td>5th/10th Period</td>
</tr>
</tbody>
</table>

## Early Release Schedule- Half-Day: 30 Minute Classes and Combined Lunch

<table>
<thead>
<tr>
<th>Time</th>
<th>Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:55</td>
<td>Warning Bell</td>
</tr>
<tr>
<td>8:00-8:30</td>
<td>1st/6th Period</td>
</tr>
<tr>
<td>8:35-9:05</td>
<td>2nd/7th Period</td>
</tr>
<tr>
<td>9:10-9:40</td>
<td>3rd/8th Period</td>
</tr>
<tr>
<td>9:45-10:15</td>
<td>4th/9th Period</td>
</tr>
<tr>
<td>10:15-10:55</td>
<td>Combined Lunch</td>
</tr>
<tr>
<td>11:00-11:30</td>
<td>5th/10th Period</td>
</tr>
</tbody>
</table>
School Begins
Labor Day Holiday – No School
Parent Teacher Conference 4:00-7:00pm
Makeup Monday #1 3:00-4:00 pm
Homecoming
Fall Break - No School
Makeup Monday #2 3:00-4:00pm
First Term Ends
Second Term Begins
Teacher Development - No School
Parent Teacher Conference 4:00-7:00pm
Makeup Monday # 3 3:00-4:00pm
Thanksgiving Break - No School
Winter Break - No School
Return to School
Makeup Monday #4 3:00-4:00pm
Second Term Ends
Teacher Prof. Development - No School
Third Term Begins
Martin Luther King Holiday - No School
Parent Teacher Conference 4:00-7:00 pm
Makeup Monday #5 3:00-4:00pm
President’s Day - No School
District Day - No School
ACT Testing (No School-Grades 9, 10 & 12)
Makeup Monday #6 3:00-4:00pm
Third Term Ends
Teacher Development - No School
Fourth Term Begins
Spring/Easter Break - No School
Parent Teacher Conference 4:00-7:00 pm
Junior Prom
Makeup Monday #7 3:00-4:00 pm
Makeup Monday #8 3:00-4:00 pm
Graduation @ U of U Huntsman Center
Last Day of School for Students
Fourth Term Ends

Testing for Students:
Benchmark exams
ACT (11th Grade Only)
Language Arts, Math, and Science CRT’s

TBD
March 3
March 25 – May 17 (Exact dates TBA)
2019 - 2020 SCHOOL FEES
SENIOR HIGH SCHOOL

Proposed May 14, 2019

BASIC REGISTRATION FEES:

- Student Activity Fee \(^1\) (Optional) $35
- Calendar Magnet (Optional) $2
- Handbook/Planner (Hard Copy Only) $7
- Individual Class Fee (Optional) $5
- Locker (9th Gr. & New Students Only) $3
- Online Payment Convenience Fee $3 or 3%
- Instructional Resource Fee \(^2\) $40

EXTENUATING FEES

- Calculator Rental $15
- Citizenship Make-up $3
- Copy for School Records $1
- Official Transcript
  - Fee Per Page $0.25
  - Fee Per Mailed Copy $2
- Library Fines - per day $0.25
- PSAT Test (Subject to change by PSAT) $14
- Saturday School for U's $10
- Transportation-Field Trips $10
- Yearbook price is assessed by each school TBA

Tardy Ticket
- 1st Offense Warning
- 2nd Offense $3
- 3rd + Offense $5

Truancy Ticket
- 1st Offense Warning
- 2nd-4th Offenses $5
- Court Truancy Referral (increments of $20) $20

LUNCH & BREAKFAST PRICES:

- Elementary
  - Breakfast $1.40 and Lunch $2.05
- Secondary
  - Breakfast $1.50 and Lunch $2.30
- Adult
  - Breakfast $2.10 and Lunch $3.60

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1. The following examples of school activities may be funded from student activity fees (covered by the optional activity fee): Awards, concerts, musicals, performances, assemblies, dances, equipment & uniforms, newspaper, literacy magazine, promotions & graduations, student clubs, credit card fees, etc.

2. Instructional resource fee could include ebooks, references, iPad applications, software programs, consumables, etc.

NOTE: Any fee may be less at the principal's discretion, but the fee cannot exceed the list approved by the Board of Education.

5/13/2019
# 2019 - 2020 SENIOR HIGH SCHOOL CLASS FEES

**Proposed May 14, 2019**

### CLASS FEES

<table>
<thead>
<tr>
<th>Class</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting Workbook</td>
<td>$30</td>
</tr>
<tr>
<td>Advanced Auto Cad Home Access</td>
<td>$40</td>
</tr>
<tr>
<td>Advanced Graphics</td>
<td>$20</td>
</tr>
<tr>
<td>Advanced Placement (per test &amp; subject to change by National AP)</td>
<td>$84</td>
</tr>
<tr>
<td>Art Classes</td>
<td>$30</td>
</tr>
<tr>
<td>Automotive</td>
<td>$30</td>
</tr>
<tr>
<td>Band</td>
<td>$25</td>
</tr>
<tr>
<td>Biotechnology</td>
<td>$30</td>
</tr>
<tr>
<td>Business/Computer</td>
<td>$5</td>
</tr>
<tr>
<td>Ceramics/Sculpture/Pottery</td>
<td>$30</td>
</tr>
<tr>
<td>Chemical Tech</td>
<td>$30</td>
</tr>
<tr>
<td>Child Care Class &amp; Finger Prints</td>
<td>$30</td>
</tr>
<tr>
<td>Choir</td>
<td>$15</td>
</tr>
<tr>
<td>Clothing</td>
<td>$25</td>
</tr>
<tr>
<td>CNA (nursing)/EMT (lab)</td>
<td>$35</td>
</tr>
<tr>
<td>Cosmetology (includes kit)</td>
<td></td>
</tr>
<tr>
<td>Barbering</td>
<td>$200</td>
</tr>
<tr>
<td>Cosmetology 1</td>
<td>$225</td>
</tr>
<tr>
<td>Cosmetology 2</td>
<td>$225</td>
</tr>
<tr>
<td>Dance</td>
<td>$10</td>
</tr>
<tr>
<td>Debate</td>
<td>$15</td>
</tr>
<tr>
<td>Dental Assisting +</td>
<td>$35</td>
</tr>
<tr>
<td>Drafting I Tool Kit</td>
<td>$34</td>
</tr>
<tr>
<td>Drafting II, III, IV, Architectural, EDDT</td>
<td>$20</td>
</tr>
<tr>
<td>Drivers Education</td>
<td>$120</td>
</tr>
<tr>
<td>Emergency Medicine</td>
<td>$25</td>
</tr>
<tr>
<td>Engineering</td>
<td>$25</td>
</tr>
<tr>
<td>Fashion Strategies</td>
<td>$20</td>
</tr>
<tr>
<td>Floriculture</td>
<td>$20</td>
</tr>
<tr>
<td>Foods</td>
<td>$30</td>
</tr>
<tr>
<td>Forensics Medicine</td>
<td>$30</td>
</tr>
<tr>
<td>Graphics Printing</td>
<td>$25</td>
</tr>
<tr>
<td>Health for CPR Certification</td>
<td>$15</td>
</tr>
<tr>
<td>Instrument Rental (no refund)</td>
<td>$50</td>
</tr>
<tr>
<td>Interior Design</td>
<td>$15</td>
</tr>
<tr>
<td>IT Courses (tool kit, cd, discs)</td>
<td>$45</td>
</tr>
<tr>
<td>Law Enforcement/Criminal Justice</td>
<td>$15</td>
</tr>
<tr>
<td>Marketing</td>
<td>$15</td>
</tr>
<tr>
<td>Medical Anatomy &amp; Physiology (includes lab fee)</td>
<td>$20</td>
</tr>
<tr>
<td>Medical Assisting +</td>
<td>$25</td>
</tr>
<tr>
<td>Orchestra</td>
<td>$15</td>
</tr>
<tr>
<td>Outdoor Life</td>
<td>$40</td>
</tr>
<tr>
<td>PE, Yoga and Zumba Classes</td>
<td>$5</td>
</tr>
<tr>
<td>PE Uniform (9th Grade &amp; New Students)</td>
<td>$10</td>
</tr>
<tr>
<td>Pharmacy +</td>
<td>$30</td>
</tr>
<tr>
<td>Photography</td>
<td>$20</td>
</tr>
<tr>
<td>Physical Therapy Intro</td>
<td>$20</td>
</tr>
<tr>
<td>Printmaking/Journalism</td>
<td>$20</td>
</tr>
<tr>
<td>Pro-Start</td>
<td>$50</td>
</tr>
<tr>
<td>Chef Concurrent (includes assessments)</td>
<td>$130</td>
</tr>
<tr>
<td>Chef Concurrent-Jacket &amp; Hat</td>
<td>$25</td>
</tr>
<tr>
<td>Safety Glasses</td>
<td>$5</td>
</tr>
<tr>
<td>Science</td>
<td>$5</td>
</tr>
<tr>
<td>Sports Medicine +</td>
<td>$20</td>
</tr>
<tr>
<td>TV Broadcasting</td>
<td>$15</td>
</tr>
<tr>
<td>Theater/Drama</td>
<td>$15</td>
</tr>
<tr>
<td>Vet Assisting</td>
<td>$30</td>
</tr>
<tr>
<td>Welding / Ag Systems ^</td>
<td>$30</td>
</tr>
<tr>
<td>Wood Shop (1st project) ^</td>
<td>$30</td>
</tr>
<tr>
<td>World Language</td>
<td>$20</td>
</tr>
<tr>
<td>AAPPL Test</td>
<td>$20</td>
</tr>
<tr>
<td>Zoology</td>
<td>$20</td>
</tr>
</tbody>
</table>

**Note:** + Indicates the student must be CPR certified to take the class.  
1st Aid Certification - $30  
CPR Certification - up to $50  
^ Indicates there may be additional fees depending on projects.

### CONCURRENT ENROLLMENT - All Concurrent Classes $5 per credit.

### SLCC:

- $40 Registration Fee  
  (Subject to change by SLCC)

### Textbook Rental Fee for Concurrent Courses:

- $20 - Some concurrent courses may require a textbook rental fee. Other concurrent courses may require the student to *purchase* the textbook.

### NOTE:

After students have registered for concurrent courses, there may be additional fees according to the course outline (lab fees, workbook fees, etc.)

5/13/2019
SENIOR HIGH SCHOOL PARTICIPATION FEES
Tooele County School District
2019 - 2020
Proposed May 14, 2019

The senior high schools have difficulty securing enough funds to operate the activity programs. A participation fee provides money to offset the cost of uniforms, equipment, and supplies.

Tooele County Board of Education Policy states that drill, dance, cheerleaders and flag team uniforms will not exceed $600. This includes money raised through fund raising for uniforms.

Team Spirit Packs may not exceed $200 per season.

<table>
<thead>
<tr>
<th>Activity</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Band - Marching Shoes (if needed)</td>
<td>$35</td>
</tr>
<tr>
<td>Band - Pep Band</td>
<td>$25</td>
</tr>
<tr>
<td>Band - Summer</td>
<td>$35</td>
</tr>
<tr>
<td>Band - Uniform (no refund)</td>
<td>$20</td>
</tr>
<tr>
<td>Baseball</td>
<td>$40</td>
</tr>
<tr>
<td>Basketball</td>
<td>$45</td>
</tr>
<tr>
<td>Bowling</td>
<td>$20</td>
</tr>
<tr>
<td>Cheerleaders</td>
<td>$30</td>
</tr>
<tr>
<td>Choir - Concert Uniform</td>
<td>$20</td>
</tr>
<tr>
<td>Clubs (Art, World Language, Chess, etc.)</td>
<td>$25</td>
</tr>
<tr>
<td>Color Guard</td>
<td>$30</td>
</tr>
<tr>
<td>Cross Country</td>
<td>$35</td>
</tr>
<tr>
<td>Debate (+ Competition Fee)</td>
<td>$35</td>
</tr>
<tr>
<td>DECA</td>
<td>$30</td>
</tr>
<tr>
<td>Dance / Dance Company / Ballroom</td>
<td>$30</td>
</tr>
<tr>
<td>Drama Club</td>
<td>$30</td>
</tr>
<tr>
<td>Drill Team</td>
<td>$40</td>
</tr>
<tr>
<td>FBLA</td>
<td>$30</td>
</tr>
<tr>
<td>FCCLA</td>
<td>$30</td>
</tr>
<tr>
<td>FFA</td>
<td>$30</td>
</tr>
<tr>
<td>Football</td>
<td>$45</td>
</tr>
<tr>
<td>Golf</td>
<td>$35</td>
</tr>
<tr>
<td>HOSA (CTE/Health)</td>
<td>$30</td>
</tr>
<tr>
<td>Key Club</td>
<td>$25</td>
</tr>
<tr>
<td>Latino's in Action</td>
<td>$25</td>
</tr>
<tr>
<td>Mock Trial</td>
<td>$20</td>
</tr>
<tr>
<td>National Honor Society</td>
<td>$20</td>
</tr>
<tr>
<td>Overnight Hotel (per night)</td>
<td>$30</td>
</tr>
<tr>
<td>Pep Club</td>
<td>$30</td>
</tr>
<tr>
<td>Skills USA/DECA</td>
<td>$30</td>
</tr>
<tr>
<td>Soccer</td>
<td>$35</td>
</tr>
<tr>
<td>Softball</td>
<td>$40</td>
</tr>
<tr>
<td>Swimming</td>
<td>$35</td>
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<tr>
<td>Tennis</td>
<td>$40</td>
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<tr>
<td>Track</td>
<td>$40</td>
</tr>
<tr>
<td>Volleyball</td>
<td>$35</td>
</tr>
<tr>
<td>Wrestling</td>
<td>$45</td>
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</table>

The participation fees identified on this page are not all inclusive of the costs that may be incurred by participating in the activity.

THERE WILL BE NO REFUNDS OF PARTICIPATION FEES.

5/13/2019
Proposed May 14, 2019

### SUMMER SCHOOL CLASSES

<table>
<thead>
<tr>
<th>Class</th>
<th>Fee</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elementary Schools</td>
<td>$ 40</td>
<td>Summer School</td>
</tr>
<tr>
<td>Junior High Schools</td>
<td>$ 40</td>
<td>Summer School</td>
</tr>
<tr>
<td>Senior High Schools</td>
<td>$ 40</td>
<td>Per 1/2 Unit of Credit</td>
</tr>
</tbody>
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### ADULT EDUCATION FEES

<table>
<thead>
<tr>
<th>Fee Component</th>
<th>Fee</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration Fee</td>
<td>$100</td>
<td>Per Year - Nonrefundable</td>
</tr>
<tr>
<td>GED Registration Fee</td>
<td>$ 20</td>
<td></td>
</tr>
<tr>
<td>GED Online Prep</td>
<td>$100</td>
<td>Nonrefundable</td>
</tr>
<tr>
<td>GED Test</td>
<td>$120</td>
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<tr>
<td>GED Test Retake by Section</td>
<td>$ 24</td>
<td></td>
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<tr>
<td>GED Workbooks</td>
<td>$ 40</td>
<td>Per Subject - OR -</td>
</tr>
<tr>
<td>Graduation Fee</td>
<td>$120</td>
<td>All Subjects Purchased Together</td>
</tr>
<tr>
<td></td>
<td>$ 15</td>
<td>Tassel and Cleaning of Gown</td>
</tr>
</tbody>
</table>
Tooele District & GHS School Directory

Dr. Scott A. Rogers  Superintendent  833-1900, ext 1108
Doelene Pitt  Asst. Superintendent  833-1900, ext 1109
Mark Ernst  Area Director  833-1900
Lark Reynolds  Financial Clerk  833-1900, ext 1106
Maresa Manzione  School Board President  883-1900
Kathy Taylor, Julia Holt, Scott Bryan, Camille Knudson, Melissa Rich, Alan Mouritsen
School Board Members  883-1900
Kenna Aagard  Principal  884-4500, ext 3100
Mark Thornton  Assistant Principal  884-4500, ext 3104
Luke Thomas  Assistant Principal  884-4500, ext 3129
Scott Mouritsen  Athletic Director  884-4500, ext 3170
Karen Randall  Counselor  884-4500, ext 3115
Layne Koyle  Counselor  884-4500, ext 3116
Kassie McQueen  Counselor  884-4500, ext 3125
Sandi Martensen  Registrar  884-4500, ext 3120
Shelley Snow  Financial Secretary  884-4500, ext 3102
Trudi Hunt  Purchasing Secretary  884-4500, ext 3101
Suzanne Fisher  Attendance Secretary  884-4500, ext 3105
Lisa Worthington  Counseling Office Secretary  884-4500, ext 3114
Tyler Berry  Head Custodian  884-4500, ext 3108
Kim Jorgensen  Lunchroom Manager  884-4500, ext 3107

Student Body Officers

Advisors: Chism Nash/Holly Silva

President: Drew Brown
Vice President: Porter Whitworth
Secretary: Allison Hunt
Historian: McKade Coon
Treasurer: Ben Smurthwaite
Public Relations: Lyndi Christensen
Academic: Olivia Crosby
Spirit Officer: Tanner Hammond
<table>
<thead>
<tr>
<th>Name</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>Steven Babbitt</td>
<td>CTE/Ag</td>
</tr>
<tr>
<td>Risa Baker</td>
<td>Color Guard</td>
</tr>
<tr>
<td>Kody Byrd</td>
<td>Science</td>
</tr>
<tr>
<td>Kathryn Christensen</td>
<td>CTE/Foods/Sewing/Child Development</td>
</tr>
<tr>
<td>Robb Collins</td>
<td>Health/Physical Education</td>
</tr>
<tr>
<td>Scott Durka</td>
<td>Yearbook, Digital Photo, Art</td>
</tr>
<tr>
<td>Megan England</td>
<td>Social Studies</td>
</tr>
<tr>
<td>Jeff Goodsell</td>
<td>CTE/Woods</td>
</tr>
<tr>
<td>Oliver Hansen</td>
<td>Science</td>
</tr>
<tr>
<td>Craig Harrison</td>
<td>Health/Physical Education/Drivers Ed</td>
</tr>
<tr>
<td>Mary Ann Harrison</td>
<td>Special Education</td>
</tr>
<tr>
<td>Rick Harrison</td>
<td>Drivers Ed</td>
</tr>
<tr>
<td>Tina Harryman</td>
<td>Special Education</td>
</tr>
<tr>
<td>Evan Hermansen</td>
<td>ASL/Social Studies</td>
</tr>
<tr>
<td>Marilyn Howarth</td>
<td>Music/Orchestra</td>
</tr>
<tr>
<td>Anthony Hutchins</td>
<td>Language Arts</td>
</tr>
<tr>
<td>Ed Johnson</td>
<td>CTE/Ag</td>
</tr>
<tr>
<td>Hollie Johnson</td>
<td>CTE/Ag</td>
</tr>
<tr>
<td>Fiona Kahlo</td>
<td>Art, Pottery, 3D Design</td>
</tr>
<tr>
<td>Layne Koyle</td>
<td>Counselor</td>
</tr>
<tr>
<td>Lauren Lansdowne</td>
<td>Science</td>
</tr>
<tr>
<td>Alexis Leonelli</td>
<td>Dance/Yoga</td>
</tr>
<tr>
<td>Stephan Lowry</td>
<td>CTE/Health Sciences/Athletic Trainer</td>
</tr>
<tr>
<td>Don McGuire</td>
<td>Music/Band/Choir</td>
</tr>
<tr>
<td>Cheree McCluskey</td>
<td>Ed Net Facilitator</td>
</tr>
<tr>
<td>Joe McKeon</td>
<td>Business</td>
</tr>
<tr>
<td>Jessica McNeill</td>
<td>Cheer</td>
</tr>
<tr>
<td>Kassie McQueen</td>
<td>Counselor</td>
</tr>
<tr>
<td>Matt Mecham</td>
<td>CTE/Business/Accounting</td>
</tr>
<tr>
<td>David Millward</td>
<td>Mathematics</td>
</tr>
<tr>
<td>Kelly Morgan</td>
<td>Work based Learning/Concurrent Enrollment</td>
</tr>
<tr>
<td>Greg Morton</td>
<td>Social Studies</td>
</tr>
<tr>
<td>LaNae Moulton</td>
<td>Special Education</td>
</tr>
<tr>
<td>Scott Mouritsen</td>
<td>Athletic Director</td>
</tr>
<tr>
<td>Chism Nash</td>
<td>Language Arts/Swimming</td>
</tr>
<tr>
<td>Aaron Perkins</td>
<td>Physical Education</td>
</tr>
<tr>
<td>Maren Petersen</td>
<td>Language Arts</td>
</tr>
<tr>
<td>Karen Randall</td>
<td>Counselor</td>
</tr>
<tr>
<td>Alex Richardson</td>
<td>Science</td>
</tr>
<tr>
<td>Angela Romney</td>
<td>French</td>
</tr>
<tr>
<td>Larry Sandberg</td>
<td>Media Center Coordinator</td>
</tr>
<tr>
<td>Taylor Schofield</td>
<td>BEC/Special Education</td>
</tr>
<tr>
<td>Holly Silva</td>
<td>Language Arts</td>
</tr>
<tr>
<td>Sean Smith</td>
<td>Spanish</td>
</tr>
<tr>
<td>Doug Snow</td>
<td>Social Studies</td>
</tr>
<tr>
<td>Val Soto</td>
<td>JLTC</td>
</tr>
<tr>
<td>Colleen Spendlove</td>
<td>Mathematics</td>
</tr>
<tr>
<td>Michael Spendlove</td>
<td>Mathematics</td>
</tr>
<tr>
<td>Jana Stice</td>
<td>Ed Net Facilitator</td>
</tr>
<tr>
<td>Beau Sullivan</td>
<td>Language Arts</td>
</tr>
<tr>
<td>Kathleen Warner</td>
<td>Special Education</td>
</tr>
<tr>
<td>Jana Wilhite</td>
<td>Theater</td>
</tr>
<tr>
<td>Holly Williams</td>
<td>Mathematics</td>
</tr>
<tr>
<td>Courtney Worthington</td>
<td>Drill</td>
</tr>
<tr>
<td>Liberty Yates</td>
<td>Law Enforcement/Criminal Justice</td>
</tr>
<tr>
<td>Sheree Zhu</td>
<td>Chinese</td>
</tr>
<tr>
<td>NEW</td>
<td>Math</td>
</tr>
<tr>
<td>NEW</td>
<td>CTE/Foods</td>
</tr>
</tbody>
</table>
Support Staff

Scholarship Coordinator: Jolynn Peterson
Office Secretaries: Shelley Snow, Financial
                    Trudi Hunt, Purchasing
                    Suzanne Fisher, Attendance
                    Sandi Thomas, Registrar
                    Lisa Worthington, Counseling
In School Suspension: Kallie Kelley
Check In/Check out Aide: Teresa Reed
Copy Center/School Store: Kellie Killpack
Computer Lab/Freshman Academy: Tawni Madsen
Math Aide: Hillary Flanary
Literacy Aide: Susan Davis
Para-Educators: Amelia Wells, Kari Jones, Terry Jones,
                Kami Crockett, Mindee Vice, Amy Tichenor, Lori Lopez
Substitute Teacher/Hall Monitor: Linda Wingfield
Custodial Staff: Tyler Berry, Vandy Williams, Desi Mascaranas
                 Javier Iriate, Matt Holt
Lunchroom Cooks: Kim Jorgensen, Sharolotte Zenger, Lucia Godoy, Yvonne
                 Philpot, Brandie Williams, Shantell Sullivan
School Resource Officer: Officer Max Chavez
Special Projects: Justin Wingfield

GHS Cowboys are true to their word. If they tell you they will do something, you can count on it getting done! No doubt about it!
Extra-curricular Advisory & Coaching Assignments

**Clubs/Programs:**

<table>
<thead>
<tr>
<th>Club/Program</th>
<th>Advisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art Club</td>
<td>Fiona Kahlo</td>
</tr>
<tr>
<td>Band</td>
<td>Don McGuire</td>
</tr>
<tr>
<td>Cheerleaders</td>
<td>Jessica McNeill</td>
</tr>
<tr>
<td>Choir</td>
<td>Don McGuire</td>
</tr>
<tr>
<td>Color/Winter Guard</td>
<td>Don McGuire</td>
</tr>
<tr>
<td>Debate</td>
<td>OPEN</td>
</tr>
<tr>
<td>Environmental Science</td>
<td>Alex Richardson</td>
</tr>
<tr>
<td>ESL</td>
<td>Sean Smith</td>
</tr>
<tr>
<td>Escape Club</td>
<td>Oliver Hansen/Scott Durka</td>
</tr>
<tr>
<td>FBLA</td>
<td>Joe McKeon</td>
</tr>
<tr>
<td>FCCLA</td>
<td>Kathryn Christensen</td>
</tr>
<tr>
<td>FFA</td>
<td>Ed Johnson/Hollie Johnson/Steven Babbitt</td>
</tr>
<tr>
<td>Key Club</td>
<td>Colleen Spendlove</td>
</tr>
<tr>
<td>Lariettes Drill Team</td>
<td>Courtney Worthington</td>
</tr>
<tr>
<td>Legacy Ballroom Dance</td>
<td>Alexis Leonelli</td>
</tr>
<tr>
<td>Limelight Dance Company</td>
<td>Alexis Leonelli</td>
</tr>
<tr>
<td>Mock Trial</td>
<td>OPEN</td>
</tr>
<tr>
<td>National Honor Society</td>
<td>Michael Spendlove/Holly Williams</td>
</tr>
<tr>
<td>Orchestra</td>
<td>Marilyn Howarth</td>
</tr>
<tr>
<td>Sterling Scholars</td>
<td>Jolynn Peterson</td>
</tr>
<tr>
<td>Student Council</td>
<td>Chism Nash/Holly Silva</td>
</tr>
<tr>
<td>Theater</td>
<td>Jana Wilhite</td>
</tr>
<tr>
<td>Yearbook</td>
<td>Scott Durka</td>
</tr>
</tbody>
</table>

**Athletics:**

<table>
<thead>
<tr>
<th>Sport</th>
<th>Team Members</th>
</tr>
</thead>
<tbody>
<tr>
<td>Football</td>
<td>Kody Byrd, Craig Harrison, David Millward, Heath Kelley, Danny Warren, Thomas Bartley, Alec McMorris, Alan Mouritsen, McMorris, Shafer</td>
</tr>
<tr>
<td>Girls Soccer</td>
<td>Travis Lowry, Tyler Lowry</td>
</tr>
<tr>
<td>Volleyball</td>
<td>Kelbey Fisher, Kylie Mutcher Rika Warr, Callie Killpack</td>
</tr>
<tr>
<td>Cross Country</td>
<td>Scott Mouritsen, Lauren Lansdowne, Shannon Mouritsen</td>
</tr>
<tr>
<td>Boys Golf</td>
<td>Rick Harrison, Aaron Perkins</td>
</tr>
<tr>
<td>Girls Tennis</td>
<td>Stephen Thurgood, Jodi Cook</td>
</tr>
<tr>
<td>Swimming</td>
<td>Chism Nash, Megan Hansen</td>
</tr>
<tr>
<td>Boys Basketball</td>
<td>Robb Collins, OPEN, OPEN, OPEN,</td>
</tr>
<tr>
<td>Girls Basketball</td>
<td>Megan Vera, Andrew Vera, Tony Cloward, Mike Cafarelli,</td>
</tr>
<tr>
<td>Wrestling</td>
<td>Clarence Evans, Andrew Williamson, Harry Begay, Robbie Palmer</td>
</tr>
<tr>
<td>Track</td>
<td>Craig Harrison, Traci Stevens, Scott Mouritsen, Dave Millward, Kody Byrd, Hailey Stevens</td>
</tr>
<tr>
<td>Baseball</td>
<td>Aaron Perkins, Cory Landon, Danny Warren, Brian White, Jed Casper</td>
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<tr>
<td>Softball</td>
<td>OPEN</td>
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<tr>
<td>Boys Soccer</td>
<td>Travis Lowry, Tyler Lowry</td>
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<tr>
<td>Boys Tennis</td>
<td>Stephen Thurgood, Brad Sutton</td>
</tr>
<tr>
<td>Girls Golf</td>
<td>Rick Harrison, Mary Ann Harrison</td>
</tr>
<tr>
<td>Unified Soccer</td>
<td>Oliver Hansen, Scott Durka</td>
</tr>
</tbody>
</table>
School Core Beliefs

1. **Every student counts.** Each student is a valued individual with unique physical, social, emotional and intellectual needs.

2. **Learning is our first priority.** Every student has the ability to learn and has the right to achieve the highest possible potential.

3. **Self esteem.** How each student feels about himself or herself is vitally important. Positive self esteem is enhanced through personal development, academic achievement, positive interpersonal relationships and mutual respect.

4. **Quality instruction.** Students learn best when provided with a variety of effective instructional approaches to support their learning levels.

5. **Learning leads to a successful life.** What we learn and choose to gain while at GHS will insure our success throughout our lives. By focusing on goals each student wishes to accomplish later in life, he or she will be more focused and committed in high school.

6. **School spirit.** Our school is a happy school, with strong school pride, spirit, citizenship and sportsmanship. All students, parents, teachers, administrators and community members share in the responsibility to develop these qualities.

*We believe that the most important person in this school is the student.*

**Philosophy of Education at Grantsville High School**

<table>
<thead>
<tr>
<th>Mission Statement</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>WE BELIEVE</strong></td>
</tr>
<tr>
<td>In providing a safe and inviting environment for the student</td>
</tr>
<tr>
<td>Each student is unique and valued</td>
</tr>
<tr>
<td>All students have the ability and opportunity to learn</td>
</tr>
<tr>
<td>Administrators, parents and the community share the responsibility</td>
</tr>
<tr>
<td>Students will receive quality teaching in every classroom everyday</td>
</tr>
</tbody>
</table>

*Remember—*
A real Cowboy is rugged, reliable, respectful, fun & all heart!
GHS Student Responsibilities

More than ever in your educational experience, in high school you are responsible for your education, your actions, and the consequences of your actions. It is a critical responsibility, one you should not take lightly. Think carefully as you make daily choices. Every choice counts. Make each one count for good to elevate you to higher levels of achievement and satisfaction.

1. The Teaching/Learning Process.
   You deserve the best instruction. Teachers are responsible to provide excellent instruction in every class, every day. You are responsible and must be engaged and responsive to that instruction. Teachers, parents and school administrators cannot force you to learn. You must make the effort, take the initiative and follow through. Together, as a team, it will truly be effective in every class, every day.

2. Respect for Your Rights and the Rights of Others.
   All students have a right to the best education possible. We must honor your right and you must not only accept and honor that right, but also the right of others to learn. To do this, you must be in class, be engaged and follow through by completing assignments on time. If you need help, you should take the initiative to get help. There is help available all around you.
   It is regretful when students choose to make choices to not attend classes, engage in instruction, ask for help, or follow through. It is much more regretful when students choose to influence other students to also neglect these important responsibilities.
   All students also have the right to be and feel safe and secure while at school. Any students who pose a threat to the safety of others will be dealt with seriously and accept the consequences of their actions.
   All teachers have a right to teach. Any students who disrupt or interfere with this right will also be dealt with seriously. Students who refuse to follow the direction of a teacher will be suspended.

3. Responsibility for your Own Actions.
   Although other students may influence your choices, they are never responsible for your actions. Only you are responsible for what you do. Be careful and think before reacting to any actions of others. The decision for your action is yours as will be the consequence given.

   Students are expected to respect and take care of the building and property. Garbage cans are provided throughout and around the building to conveniently dispose of litter. We hope all students will be mindful of keeping our school clean and neat by picking up garbage, clearing off lunch tables, pushing in chairs and straightening tables and desks.
Student Activity Code of Conduct

Grantsville High School offers many meaningful activities for students to get involved in, build useful skills, compete and associate with students from other schools and to develop leadership skills. We encourage all students to get involved. Go out for a sport. Be in a club. Run for an office. It is our goal that every student be involved in at least one extra-curricular activity. Our students stand out wherever you go. People notice our students and often report details of their distinctive behavior. You are different! You stand out! People notice and are impressed. Students from Grantsville High School show respect, appreciation, enthusiasm and passion. You give your all in whatever you do. The following are just a few guidelines you should always remember both at school and wherever you are.

The following are guidelines for participating in school-sponsored activities:

**School Attendance.** Students must attend school the day of a school game, activity or performance. Allowances for absences on these days must be approved by an administrator.

**School Suspension.** Any student who is suspended from school may not travel with team, dress in school uniform, participate in school-sponsored activities or practice during the term of suspension.

**Tobacco, drugs or alcohol.** Any use or consumption of tobacco, drugs or alcohol will disqualify a student from participation in a school-sponsored activity or game and result in due process under school and UHSAA guidelines. Also, students attending a school-sponsored game or activity will also face consequences if using such substances.

**Proper department and language.** Students who participate in or attend any school-sponsored game or activity are required to behave themselves in a decent and appropriate manner. Any inappropriate behavior or language will be dealt with by school administration.

**Appropriate dress.** Students attending a school-sponsored activity should dress appropriately. For formal activities, such as concerts, plays or banquets students are encouraged to dress nicely. Students should avoid immodest or obscene attire at all school activities.

**Vandalism.** Involvement in vandalism or any other illegal activity could result in immediate dismissal from a team or club and suspension or expulsion from school.

---

**All Learners At Grantsville High School will FOCUS on:**

1. Following directions or instructions the first time given.
2. Being in the appropriate classroom or area at all times.
3. Being on time, be prepared with materials, and perform the appropriate tasks that lead to success.
4. Using appropriate language at all times.
5. Respecting the rights and property of others.
6. Keeping illegal substances away from our school.

**RIGHTS - RESPONSIBILITY - RESPECT APPLIES TO EVERYONE!**
General School Guidelines

Address Change
Whenever there is a change in your address or telephone number, please notify the office promptly.

Activities
All school activities must have the approval of the student body executive council and final approval through the administration. Advisory or club parties held away from the school campus MUST be approved by the administration and will be confined to the local area. Any party authorized by the school must be properly sponsored by teachers/advisors. Parents must be notified of the activity and given an explanation of the limits of the school's responsibility.

Activity Cards
Students must present their activity cards to be admitted to activities. The cards will be provided by the school at the time you pay your school fees. A temporary card will be presented upon registration. Approximately two weeks after registration, permanent cards will be presented. If a card is lost, it may be replaced for a fee of $2.00. Student body cards or payment of admission fees are required of all students to gain admission to school-sponsored activities.

Addressing Teachers
Students shall address teachers/staff members in the accepted manner during the time that they are serving in their official capacity. First names and nicknames should not be used by students to address adults in the building. Students are asked to use an appropriate title and last name when addressing adults. Appropriate titles include, but are not confined to Mr., Mrs., Miss., etc…

Alternative School
Blue Peak High School, the Tooele County School District Alternative School, is provided through the Tooele Board of Education as an alternative to the regular program. Students currently meeting the requirements for graduation will not be allowed in the alternative school. Application must be made through the school counselor with the approval of the G.H.S. school administration and District Case Management Team.

Assemblies
The Student Council and faculty sponsor all school assemblies. These assemblies are part of the total educational program. All assemblies must be approved by school administration and be scheduled to minimize disruptions from classroom instruction. Students, by law, are under the jurisdiction of the school for the entire school day and should be in attendance at the assemblies.
Athletic Coaches/Advisors Policies
The policies and procedures of the individual coaches and advisors must follow school guidelines. The policies and procedures of coaches and advisors may NOT be less than those outlined in this handbook. Coaches must publish any guidelines stricter than those listed in the handbook, and a copy of the guidelines must have prior approval of the principal before being issued.

Athletic Equipment and Uniforms
Grantsville High School takes pride in providing quality equipment and uniforms for all athletic teams. Once issued, equipment and uniforms become the responsibility of the individual athlete. If a uniform is lost or stolen, the individual who checked it out is responsible for the replacement of the lost or stolen item.

All athletic equipment and all uniforms for a particular sport must be accounted for and checked in before a student will be allowed to check out another uniform or equipment for the next athletic season. If a uniform is unaccounted for, the student will be assessed a fine equal to the replacement cost of the uniform. The fine will need to be paid to the financial secretary in the front office.

Attendance
A separate section discussing the Attendance Policy immediately follows this alphabetical listing of terms and guidelines. See Attendance Policy Section.

Auditorium
Students in the auditorium must be supervised at all times. Teachers are expected to attend all assemblies and school programs in the auditorium. Food and drink are not allowed in the auditorium. Feet will remain off the chairs at all times. Students will abide by proper auditorium etiquette while in the auditorium, or they will be asked to leave and subject to disciplinary action. This applies to programs attended during or after school hours.

Backpacks
No backpacks are allowed in the classroom. You are free to bring one to and from school, but they are not allowed in the classrooms during class time.

Building Curfew
GHS has a curfew of 10:00 pm each night. No student activates should be scheduled to go past 10:00 pm. Any exceptions to this rule must be cleared with the Administration.

Bullying
TCSD policy 6032
Purpose – It is the purpose of the Tooele County School District to respond to school-related bullying incidents by implementing prevention efforts where victims of bullying can be identified and assisted, and perpetrators educated, in order to create safer schools that provide a positive learning environment. Students and adults, who engage in any form of bullying on or about school property, or at any school activity, may be suspended or expelled under the terms of this policy.

School officials have the authority to discipline students for off-campus speech that causes or threatens a substantial disruption on campus or school activities, including violent altercations, or
a significant interference with a student’s educational performance and involvement in school activities. If after an investigation, a student is found to be in violation of this policy, the student shall be disciplined by appropriate measures up to, and including, suspension and expulsion, pursuant to Utah Code Ann. 53A-11-904 and in accordance with the U.S. Department of Education Office for Civil Rights, loss of participation in extracurricular activities, and/or probation.

**Definition** – “Bullying” as defined in this policy means intentionally or knowingly committing an act that:

a. Endangers the physical health or safety of a school employee or student;
b. Involves any brutality of a physical nature such as 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, liquor, drug, or other substance;
d. Involves other physical activity that endangers the physical health and safety of a school employee or student; or

e. Involves physically obstructing a school employee's or student's freedom to move; and

f. Is done for the purpose of placing a school employee or student in fear of:
   1. Physical harm to the school employee or student; or
   2. Harm to property of the school employee or student.

g. The conduct described above constitutes bullying, regardless of whether the person against whom the conduct is committed directed, consented to, or acquiesced in, the conduct.

h. In addition to the above, TCSD considers bullying to be aggressive behavior that:
   1. Is intended to cause distress and harm;
   2. Exists in a relationship in which there is an imbalance of power and strength; and

   3. Is repeated over time.

**Types of Bullying**

1. **Physical** bullying: hitting and/or punching.
2. **Verbal** bullying: teasing and/or name-calling.
3. **Non-verbal or emotional** bullying: intimidation through gestures, social exclusion and relational aggression.

4. **Cyberbullying**" as defined in the policy 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, sending insulting, threatening or harassing messages by telephone or computer, or electronic messaging. Regardless of whether the individual directed, consented to, acquiesced in the conduct, or voluntarily accessed the electronic communication.

5. **“Harassment”** as defined in the policy means repeatedly communicating to another individual, in an objectively demeaning or disparaging manner, statements that contribute to a hostile learning or work environment for the individual. This includes rumor spreading and social aggression intended to demean and disparage another individual and that contributes to a hostile environment for that individual.
6. “Hazing” as defined in the policy means intentionally or knowingly committing an act that:
   a. Endangers the physical health or safety of a school employee or student;
      1. involves any brutality of a physical nature such as whipping, beating, branding, calisthenics, bruising, electric shocking, placing of a harmful substance on the body, or exposure to the elements;
      2. involves consumption of any food, liquor, drug, or other substance;
      3. involves other physical activity that endangers the physical health and safety of a school employee or student; or
      4. involves physically obstructing a school employee's or student's freedom to move; and
      5. Is done for the purpose of initiation or admission into, affiliation with, holding office in, or as a condition for, membership or acceptance, or continued membership or acceptance, in any school or school sponsored team, organization, program, or event; or
   b. If the person committing the act against a school employee or student knew that the school employee or student is a member of, or candidate for, membership with a school, or school sponsored team, organization, program, or event to which the person committing the act belongs to or participates in.

No student shall retaliate against other students as retribution against a person for reporting bullying, cyberbullying, harassment, or hazing; or to improperly influence the investigation of, or the response to, a report of bullying or hazing.

Bullying Procedures at School
Bullying could have serious effects on any individual that is being bullied. These individuals are more likely than their peers to be depressed, lonely, and anxious; have low self-esteem; feel unwell, have more migraine headaches, and think about suicide. Tooele County School District recognizes that bullying is most effectively dealt with at the school level.

Students at Grantsville High School participating in bullying will be referred to the administration for investigation. Any violation of this policy could result in suspension, expulsion, alternative placement and other appropriate legal or school consequences in accordance with TCSD policy 6032.

Bus and other Transportation
All district school buses, vans and cars being used for transporting students to and from school, field trips, assemblies, and activities must be left clean. The driver has complete authority over the vehicle and all rules must be adhered to by the students. Any damages will be paid for by the student or parents of the student. Windows will be opened only with the consent of the driver and must be closed before leaving the bus.

Bus students shall have written permission from parents or guardians to leave the bus at any stop other than his/her regular stop. Drivers have the authority to assign seats. Secondary students must live two miles or more from school to be authorized to ride the bus. The driver has the right to refuse transportation to any student for bad conduct until he/she has obtained a permit to ride from the school administration or transportation supervisor. A bus driver or adult acting
as an advisor or chaperone has the authority to stop the bus and call the police to address disorderly conduct.

Tooele School District allows only guardians and designated adults over 21 years of age to transport a student to a school event when circumstances do not allow a student to ride district transportation. Private Vehicle Transportation forms are available in the office. It is the policy of Grantsville High School that all students will ride in district transportation to all events. Only under unusual circumstances will approval for other transportation be allowed through the principal. Students must ride home from the activity on district transportation. The only exception will be if the student is released at the activity to the parent only. No other exceptions. The parent must be at the activity and issue a written permission slip to the coach or advisor before taking the student.

**Rules and Regulations Governing Student Transportation**

Students shall:

1. Follow directions the first-time given by the driver.
2. Respect the rights and safety of others.
3. Keep hands and arms or objects inside the bus at all times and remain seated.
4. Keep the bus clean and aisles clear.
5. Arrive at the bus stop five minutes before the bus arrives. Wait in line in a safe place, clear of traffic and away from where the bus stops. Students may only board the bus at the stop sites. The bus will not stop in-between stops to load or unload students.
6. Cross the road or street in front of the bus only after the bus has come to a complete stop and upon direction of the driver.
7. Be permitted to carry only objects that could be held on one’s lap.
8. Refrain from using profane language, tobacco, alcohol, drugs or any other illegal controlled substance on the bus or at the bus stop.
9. Refrain from eating or drinking on the bus. Buses are to be kept clean.
10. Refrain from taking animals, nuisance items, hazardous materials, weapons, or fireworks on the bus.
11. Have written permission from parent or guardian to exit the bus at any stop and other than his or her stop. The parent or guardian must also call the bus garage to notify them of the request.
12. Pay for any damages that the student may cause on or to the bus.
13. Referred to the school administration for bus violations that may not be resolved with the driver.
14. Be required to sign a copy of the rules and regulations form. Parental signature is required on the form and the form will be kept on file at the transportation department.

**Citizenship**

TCSD policy 5051

1. Citizenship performance is a significant aspect of public education. The purpose of the Citizenship Policy is to reinforce appropriate behavior and change
inappropriate behavior. Students are expected to be good citizens inside and outside the classroom and are subject to evaluation by the administration and staff. Students will earn a citizenship grade in each class per term.

2. Explanations, clarifications and discussions that take place in the classroom are invaluable components of the school learning experience. A natural consequence of being absent from the classroom is reduced academic performance. Utah’s Compulsory Education Law states that all school age children must be in attendance at school unless there is a valid and legitimate excuse (Utah Code 53-A-11-101).

B. Student Responsibilities, Rights and Rules of Conduct

1. Students will always be treated with respect and as young adults. They will be expected to act accordingly. Students have the right to learn and student conduct should not interfere with the learning process. If there are any questions regarding school procedures, please discuss your concerns with a teacher or administrator.

2. Student behavior should have a positive influence on the learning environment in the school.

C. Responsibilities and Rights of Teachers

1. Teachers are expected to maintain a positive climate of teacher/student interaction and communications. Teachers have the right to teach without hindrance of student misbehavior.

2. Teachers will:
   a. Establish and discuss specific student expectations and class rules used in determining class citizenship grades.
   b. Counsel and work with students as problem situations develop.
   c. Contact parent/guardian and discuss situations and possible solutions when problems arise.
   d. Confer with administrators when efforts to correct problems have not been successful.
   e. Assess the citizenship of each student at the end of each grading period by giving a citizenship grade of "H" for Honors, "S" for Satisfactory, or "N" for Needs Improvement. Include at least one related comment if a "N" is given.

D. Responsibilities and Rights of Parents/Guardians

The involvement and support of parents/guardians is critical in the process of promoting and developing productive student behavior. Parents/guardians are expected to:

1. Communicate with the school when they have questions or concerns.
2. Cooperate with the school in helping their students develop and maintain behavioral habits that will foster school success.
3. Make a reasonable effort to be aware of behavioral expectations for their students at school through reviewing materials that are sent home and through conferencing with teachers and administrators as becomes necessary.
E. Responsibilities of Administrators

School level administrators will be expected to do the following:
1. See that activity eligibility is monitored.
2. Utilize appropriate interventions in an effort to help students improve their behavior.
3. Conference, as needed, with parents/guardian, student, and/or teacher in an effort to improve student behavior and facilitate makeup.
4. Contact parents/guardian when inappropriate behaviors occur in a setting that is outside a teacher’s jurisdiction or when referred by a teacher.
5. Publish the Attendance and Citizenship Policy for students and distribute a copy to student/parents/guardian at least once per year.

F. Citizenship Grade and Eligibility

Activity eligibility requires that students have no "U" unsatisfactory citizenship grades in the current year or any previous year. Students become accountable for "U" grades 10 days after report cards are issued. Eligibility may be reinstated as soon as Unsatisfactory citizenship grades have been made up.

G. Attendance Standard

1. If a student exceeds four (4) tardies or two (2) unexcused absences in any one class within a term, a student will receive a citizenship mark of Unsatisfactory for that class unless the student makes up the excess tardies or absences. For athletics, school activities and extracurricular eligibility purposes, a student with a U on their transcript will not be eligible to compete, perform, participate or represent the school in any manner in an extracurricular activity.
2. Students are subject to the teacher’s daily attendance records. If there is a recorded absence or tardy which is in question, the student may, by checking their SIS daily, contact the teacher within one week of the mismark and bring it to their attention. If there are questions concerning absences, please contact the teacher, then the school attendance office or the school administrator who is in charge of attendance.
3. 504/IEP student accommodations will be handled on an individual basis.
4. Students who are absent 10 consecutive days will be unenrolled and have to reregister upon their return, unless prior approval is granted. (Utah Administrative code R277-419. Pupil Accounting)

H. Excusing Absences

1. Parents excuse absences by calling the attendance office at their student’s school at any time of the day or night and leaving a message. All calls to excuse absences should include the date of the absence, time of the call, and specific class periods missed (if not for the entire day), and a phone number where a parent may be reached. Parents are required to excuse absences within one week of the absence.
2. Fraudulent excusing of absences by students will result in school discipline.
I. Truancy

Prior to or no later than school registration, the parents of all students shall be provided written notice from the school or district informing them of compulsory education attendance laws and encouraging parental cooperation. Habitual truancies will be addressed as outlined in policy 5021, Compulsory Education and District Attendance.

J. Citizenship Grade Make Up

1. Students are required to make up all "U" citizenship grades prior to activity eligibility and prior to graduation (see below).

2. Consequences of Repeated Unsatisfactory Behavior

a. Students cannot participate in graduation ceremonies in Tooele County School District schools with any unresolved "U" grades. All "U" grades must be made up by the last day of school for seniors of the student’s graduation year in order to participate in graduation ceremonies.

K. Make up of "U"

1. Students may make up a "U" by doing the following:

   a. Two (2) hours of citizenship sessions offered by the school. The cost of each hour session will be $3 and must be paid prior to the “U” being removed. Citizenship sessions will be closed to students as soon as the session is full. Students must be positively engaged in school work or studying during the citizenship session or they will not receive credit toward the removal of their “U”.

   b. Skills for Success: Classes taught by the counselors the last few weeks of each term will clear two (2) “U’s” from a student’s transcript for attending three (3) sessions.

   c. Two for Two: Students who go two consecutive terms with no “F’s” or “U’s” will qualify to remove two (2) “U’s” from their transcript. Students must see their counselor to complete this process and may not use terms that previously had a “U.”

   d. Student Summit: Students who attend the Student Summit will qualify to remove one (1) “U” from their transcript. If a parent accompanies the student, an additional “U” will be removed. Student and parent must attend the entire evening and have their verification cards stamped for each session. Cards must be returned to the authorized personnel at the end of the evening.

   e. Saturday School: A makeup session may be held for a service work project. The cost will be $10. Students who complete all four hours will clear two (2) “U’s”.

   f. CTE Fair: Students may attend the annual CTE Fair with their parent to clear one (1) “U.” Student and parent must sign in at the door.

   g. School Service: On a case-by-case basis, a building administrator may assign school service for a student to make up a “U.” Parental permission is required. The cost is $5 per “U”.

   h. Other: Schools may have additional options for students to make up “U’s”.

2. The principal may waive fees upon his/her discretion based on student need.
Cell Phones
Tooele County School District recognizes that technology can enhance teaching and learning. Student-owned/provided devices should be viewed as a resource. Utilizing student-owned devices is subject to common sense and legal guidelines. Teachers and administrators with the permission of parents are encouraged to utilize student owned devices as part of the teaching and learning process.

Student possession of cell phones in the Tooele County School District is only allowable subject to the following rules and regulations. Strict adherence to these rules and regulations is required. Additionally, the District restricts the use of other communication devices (i.e. two-way radios, ipods, pagers, PDA’s and laptops with two-way messaging capabilities) by students. The Tooele County School District reserves the right to define the educational value of any new electronic wireless devices that may become available in the future and to prohibit/allow their use based on determined educational value.

Use of a cell phone or similar electronic is a privilege and the privilege may be forfeited by not abiding by the terms of this policy. Students shall be personally and solely responsible for the security of their cell phones. Tooele County School District shall not assume any responsibility for theft, loss, or damage of a cell phone, or unauthorized use of a cell phone.

Student use/possession of a cell phone depends on the grade level of the student. The following outlines the authorized use/possession of cell phones by students.

High School, ninth – twelfth grades: Students may use cell phones before and after school, as long as they do not create a distraction or a disruption. Students may also use cell phones during passing time between classes and during the lunch break, as long as they do not create a distraction or disruption or cause the student to be tardy for the next class period. Cell phone usage is strictly prohibited in locker rooms, restrooms and shower facilities. Use of cell phones during class time will be determined by each teacher in his/her classroom.

Student Owned Devices Used as Learning Tools
Students are permitted to utilize cell phones/personal devices in the classroom in conjunctions with learning activities. **Appropriate use of these devices is left up to the individual classroom teacher.** Students are encouraged to keep personal devices on the desktop where they can be used for academic purposes rather than accessing their devices in secret.

Students with 3G/4G access are encouraged while on district property to connect to the District’s wireless where Wi-Fi based devices are filtered. This is a CIPA (Children’s Internet Protection Act) requirement.

Students must receive permission from their parents to utilize texting plans for academic purposes on their personal devices as teachers may use free services effectively utilizing cell phones and texting devices into student response systems.

Students and employees are solely responsible for their devices. The District will not provide charging devices, maintain, repair, replace, program or troubleshoot personal devices. Any and all texting, cellular data and maintenance plans are the sole responsibility of the student or employee.
Students must place phones on silent or vibrate and should not take calls during classroom activities. Personal devices must in no way negatively impact classroom instruction or network resources.

**Personal Devices Used in an Unethical, Illegal or Immoral Manner.**

It is expressly forbidden to operate a camera or recording device in a restroom or locker room. Anyone found to be recording others in such locations may be prosecuted according to Utah Code.

Sending threatening, harassing, intimidating, offensive, vulgar, profane, obscene text and/or photos, cyber bullying or coercive communication with others may result in disciplinary action taken and/or civil-criminal charges filed.

**Consequences for inappropriate cell phone usage are as follows:**

**Minor Offense:** (For example, using in a classroom without permission)

- **First Offense:** The cell phone will be turned in to the teacher. The cell phone will be returned to the student at the end of the class.
- **Second Offense:** The cell phone will be turned over to administration and will be returned to the student, after parent notification, at the end of the day.
- **Third Offense:** The cell phone will be given to administration. Parents will be notified and the cell phone will only be returned to a parent.
- **Fourth or more Offenses:** Cell phone will be turned in to administration. Parents will be notified and the cell phone will only be returned to a parent. Further consequences will result, up to and including suspension.

**Serious Offense:** (Using phone for bullying, or taking/distributing inappropriate pictures)

- **First Offense:** The cell phone will be given to the administration and the student will lose his/her cell phone privileges. Suspension may be imposed and reported to the proper authorities. Charges will be filed if merited. Parents will be notified and the parent must pick up the cell phone from the administration.

*If a student refuses to give their phone/electronic device to a teacher when requested for inappropriate use, a student may receive consequences up to suspension for insubordination.*

**Cheating/Plagiarism Policy**

**Intention**

Grantsville High School has a goal of preparing students to be productive and responsible citizens. As ethical behavior is a large part of responsible citizenship, the faculty and staff of Grantsville High School believe it is important to have a clear policy concerning plagiarism and other forms of academic cheating.

**Definition**

Plagiarism or Cheating, can be defined as, “Attempting to take credit for someone else's work, using unauthorized materials, or otherwise acting to deceive the evaluator in an assignment, project, or test.”

GHS distinguishes between two different degrees of plagiarism. They are defined as follows:

**Intentional Plagiarism** is defined as, but not limited to:
• Submission of someone else’s work as the student’s own. This applies to uncited paraphrasing of another's ideas as well as verbatim use of others' words. (Others’ may refer to either scholarly sources, online "cribbed" essays, or the work of other students).

**Technical Plagiarism** is defined as, but limited to:
• Improper citation or documentation that misrepresents a source
• Insufficient citation of factual information not held to be common knowledge (*common knowledge is defined as facts readily available from a variety of sources*)
• Poor integration of direct quotations with the student's own writing

**Determination of Plagiarism/Cheating**
A teacher will determine whether the student, particularly in cases of plagiarism, understood what plagiarism is, and reteach as necessary. Parents must be informed immediately when a student is suspected of plagiarism or cheating. Through the use of turnitin.com/other search engines, copies of student work, etc., teachers will, in most cases, be able to provide documented evidence of plagiarism. Teachers will meet with the student to determine if student knowingly plagiarized or cheated.

**Academic consequences**
Evidence of intentional plagiarism shall result in the student receiving a **grade of zero** for the assignment in which the plagiarism occurs. If further teaching needs to occur to make sure a student is clear on plagiarism, a teacher will offer a “redo” on the assignment.
Evidence of technical plagiarism shall result in a **deduction of points** – the number of points to be determined by the teacher, based on the severity and number of occurrences – for the assignment in which the plagiarism occurs.

**Disciplinary consequences**
In addition to the academic consequences, Grantsville High School also firmly believes that intentional plagiarism/cheating is an act of misconduct that merits further disciplinary action.

**Cheating/Plagiarism:**
**First Instance:**
The student will receive a “0” on the assignment or test.
The teacher will document an intervention and notify the parent of the incident and its consequences.
Administrator will be notified, and the incident will be documented in the student’s file.

**Second Instance:**
The student will receive a “0” on the assignment.
A conference will be scheduled with administrator, parent, teacher, and student.
The student may be suspended 1 day.

**Subsequent Instances:**
The student will receive a “0” on the assignment.
A conference will be scheduled with administrator, parent, teacher, and student.
The student may be dropped from the course with a grade of “F.”
The student may be suspended 1-3 days.

**Children at School**
We recognize that some students in our school have children. If this is the case, the children of our students will not be allowed at school during the day-to-day instructional time. This policy must be followed to meet safety requirements.

**Citizenship Grade Policy**
Citizenship performance is a significant aspect of public education. The purpose of the Citizenship Policy is to reinforce appropriate behavior and change inappropriate behavior.
Students are expected to be good citizens inside and outside the classroom and are subject to evaluation by the administration and staff. Students will earn a citizenship grade in each class per term.

Explanations, clarifications and discussions that take place in the classroom are invaluable components of the school learning experience. A natural consequence of being absent from the classroom is reduced academic performance. Utah’s Compulsory Education Law states that all school age children must be in attendance at school unless there is a valid and legitimate excuse (Utah Code 53-A-11-101).

**Student Responsibilities, Rights and Rules of Conduct**

Students will always be treated with respect and as young adults. They will be expected to act accordingly. Students have the right to learn and student conduct should not interfere with the learning process. If there are any questions regarding school procedures, please discuss your concerns with a teacher or administrator.

Student behavior should have a positive influence on the learning environment in the school.

Students may earn "Unsatisfactory" citizenship grades for any of the following infractions: The items listed do not exhaust all types of behavior which would be considered inappropriate. Every individual must consider the effect his or her behavior has on the rights and feelings of others. If the effect is intrusive, detrimental, or otherwise offensive to others, the particular behavior must be deemed in error.

1. Any violation of the Tooele County School District Safe Schools Policy.
2. Any act of dishonesty related to school work or to participation in school sponsored classes, activities or events.
3. Physical or verbal abuse directed toward other students or toward school personnel.
4. Irresponsible or disrespectful behavior on campus, in a bus, or while attending a school activity.
5. Willful destruction, vandalism or theft of school or individual property while at school or at a school activity.
6. Defiant behavior or conduct that undermines the learning environment of a class or of the school.

**Responsibilities and Rights of Teachers**

Teachers are expected to maintain a positive climate of teacher/student interaction and communications. Teachers have the right to teach without hindrance of student misbehavior.

Teachers will: Establish and discuss specific student expectations and class rules used in determining class citizenship grades. Counsel and work with students as problem situations develop. Contact parent/guardian and discuss situations and possible solutions when problems arise. Confer with administrators when efforts to correct problems have not been successful. Assess the citizenship of each student at the end of each grading period by giving a citizenship grade of "H" for Honors, "S" for Satisfactory, "N" Needs Improvement, or "U" for Unsatisfactory. Include at least one related comment if a "N" or "U" is given. Provide ways for the student to make up the "U" grade (including written apologies for inappropriate behavior when needed, service projects assigned, etc.), or allow the administration to assign makeup.
Responsibilities and Rights of Parents/Guardians

The involvement and support of parents/guardians is critical in the process of promoting and developing productive student behavior. Parents/guardians are expected to: Communicate with the school when they have questions or concerns. Cooperate with the school in helping their students develop and maintain behavioral habits that will foster school success. Make a reasonable effort to be aware of behavioral expectations for their students at school through reviewing materials that are sent home and through conferencing with teachers and administrators as becomes necessary.

Responsibilities of Administrators

School level administrators will be expected to do the following: See that makeup for Unsatisfactory citizenship has been assigned. See that activity eligibility is monitored. Utilize appropriate interventions in an effort to help students improve their behavior. Conference, as needed, with parents/guardian, student, and/or teacher in an effort to improve student behavior and facilitate makeup. Contact parents/guardian when inappropriate behaviors occur in a setting that is outside a teacher’s jurisdiction or when referred by a teacher. Publish the Attendance and Citizenship Policy for students and distribute a copy to student/parents/guardian at least once per year.

Citizenship Grade and Eligibility

Activity eligibility requires that students have no "U" unsatisfactory citizenship grades in the current year or any previous year. Students become accountable for "U" grades 10 days after report cards are issued. Eligibility may be reinstated as soon as Unsatisfactory citizenship grades have been made up.

Attendance Standard

If a student exceeds four (4) tardies or two (2) unexcused absences in any one class within a term, a student will receive a citizenship mark of Unsatisfactory Attendance (UA) for that class unless the student makes up the excess tardies or absences by attending Attendance School. Individual teachers may also incorporate attendance into their individual grading policy as set forth by their disclosure statement. For athletics, school activities and extracurricular eligibility purposes, a student with a UA or U on their transcript will not be eligible to compete or perform.

Students are subject to the teacher’s daily attendance records. If there is a recorded absence or tardy which is in question, the student may, by checking their SIS daily, contact the teacher within one week of the mismark and bring it to their attention. If there are questions concerning absences, please contact the teacher, then the school attendance office or the school administrator who is in charge of attendance.

504/IEP student accommodations will be handled on an individual basis. Students who are absent 10 consecutive days will be un-enrolled and have to reregister upon their return, unless prior approval is granted. (Utah Administrative code R277-419. Pupil Accounting)

Excusing Absences

Parents excuse absences by calling the attendance office at their student’s school at any time of the day or night and leaving a message. All calls to excuse absences should include the
date of the absence, time of the call, and specific class periods missed (if not for the entire day),
and a phone number where a parent may be reached. **Parents are required to excuse absences within one week of the absence.**

Fraudulent excusing of absences by students will result in school discipline.

**Truancy**

Prior to or no later than school registration, the parents of all students shall be provided written notice from the school or district informing them of compulsory education attendance laws and encouraging parental cooperation. Habitual truancies will be addressed as outlined in policy 5021, Compulsory Education and District Attendance.

**Citizenship Grade Make Up**

Students are required to make up all "U" citizenship grades prior to activity eligibility and prior to graduation (see below). Makeup assignments may be given by the teacher who issued the "U" and should include letters of apology, etc. An administrator may assign "U" makeup based upon a minimum of **two (2) hours** of school or community service per "U".

**Consequences of Repeated Unsatisfactory Behavior**

Students who accumulate **four (4) "U" grades during an academic year** will be placed on **citizenship probation**. An administrator, parent/guardian, student conference will be held to discuss the behavior problems and the possible interventions. A written record of the conference and/or a behavioral contract will be made and will be signed by all parties involved. Students who are placed on probation will remain on probation for the balance of the school year. Further infractions will result in additional consequences which may include referral to Juvenile Court, suspension, referral to alternate education, or referral to the Board of Education for school release. Students cannot participate in graduation ceremonies in Tooele County School District schools with any unresolved "U" grades. All "U" grades must be made up by the last day of school for seniors of the student’s graduation year in order to participate in graduation ceremonies.

**Make up of "U" and "UA"**

Students may make up a "U" or "UA" by doing the following:

**Two (2) hours of citizenship sessions offered by the school.** The cost of each hour session will be $3 and must be paid prior to the “U” or “UA” being removed. Citizenship sessions will be closed to students as soon as the session is full. Students must be positively engaged in school work or studying during the citizenship session or they will not receive credit toward the removal of their “U” or “UA”.

**Skills for Success:** Classes taught by the counselors the last few weeks of each term will clear two (2) “U’s” or “UA’s” from a student’s transcript for attending three (3) sessions.

**Two for Two:** Students who go two consecutive terms with no “F’s” or “U’s” or “UA’s” will qualify to remove two (2) “U’s” or “UA’s” from their transcript. Students must see their counselor to complete this process and may not use terms that previously had a “U.” or “UA’s.

**Student Summit:** Students who attend the Student Summit will qualify to remove one (1) “U” or “UA” from their transcript. If a parent accompanies the student, an additional “U” or “UA” will be removed. Student and parent must attend the entire evening and have their verification cards stamped for each session. Cards must be returned to the authorized personnel at the end of the evening.
CTE Fair: Students may attend the annual CTE Fair with their parent to clear one (1) “U” or “UA.” Student and parent must sign in at the door.
Other: Schools may have additional options for students to make up “U’s” or “UA’s”.

The principal may waive fees upon his/her discretion based on student need.

MAKE-UP POLICY FOR MISSED WORK: Students who are absent for any reason are missing valuable educational time. Every student is expected to make up all work when absent within a reasonable amount of time, as outlined below.

Students receive full credit for their make-up work for the following types of absences, and will be given adequate time to complete the work as agreed upon by the student and teacher, typically “A day for a day.”

- Excused.
- Participation in School Activity.
- Suspension from School.
- Prior-Excused Vacations.

Make-up work may be permitted, at the teacher’s discretion, for the following types of absences; however, a percentage of the points awarded may be deducted from the credit earned as stated below in this policy:

- Personal/Unexcused.
- Any absence not cleared within three days.
- Truancy or when a student fails to check out.
- Assignments not turned in on time.

Time frame in which late work (work not turned in by the due date) can be turned in and receive a grade:
- 1st Deadline: The first Makeup Monday of each term.
- 2nd Deadline: The last Makeup Monday of each term.

Penalty for late work:
- The late work of a student will not be penalized more than 30% for being late up to the Makeup Monday due dates.
- Beyond this, credit given for late work shall be at the discretion of the classroom teacher, based upon the effort exerted by the student.

HOMEWORK REQUESTS IN CASES OF UNEXPECTED EXTENDED ABSENCES: Through the Attendance Office, homework may be gathered for students in cases of unexpected extended absences. **The work will be available at the end of the school day following the day of the request.** For short-term absences (one or two days), students should work with their teachers upon returning to school. In the case of a planned extended absence, a form is available in the Attendance Office that assists students in notifying teachers of the pending absences and facilitates acquiring make-up work. Some assignments may be accessed on the Internet. Parents and students may track scores by accessing the web site and providing the student ID and login number. Teachers will update grades each Wednesday.
**Class Change Policy**

Students selected their classes when they completed registration in the spring of last year. These student selections were used to build the master schedule. In order to keep a balanced class schedule, it is important that classes not be changed. For this purpose, any class change must be approved by a counselor and will only be allowed if there is room in the class and if it meets specific criteria. Please see your counselor for details. The counselor case load is by student last name: Mrs. McQueen (A-Go), Mr. Koyle (Gr-Q), and Mrs. Randall (R-Z). Any exceptions to the above must be cleared by administration on a case by case basis. There will be a $5.00 fee to change class schedules.

**Class Meetings**

Class meetings will be held as called by school administration or class advisors.

**College and Career Readiness**

Each student should have a College and Career Readiness Plan. This is a key ingredient of the individual planning component. The College and Career Readiness Plan is a process that involves activities planned and directed by the school counselor that will assist students in planning, monitoring, and managing their own learning as well as their personal and career development. The counselor, administration, teachers, and others at Grantsville High School face a challenge to ensure that our students leave our school system with a plan and that plan will be reviewed annually with parents and students individually.

**Computer Usage and Fraud**

Computers are used at GHS to assist in the educational process. Most major papers assigned at GHS must be done on a computer using a word processor program. Students may have access to the computers if they follow the signed technology policies and the teachers’ disclosure statements. Students who violate computer policies will lose their computer use privileges.

Accessing or altering private computer information is illegal and will be prosecuted. The cost of restoring the computer hardware, software, or data will be charged to the student. Copyrighted software is in use at GHS. The licensed works are the proprietary products of the copyright holder. The software has been licensed to GHS for use. The software may be used by authorized users only.

All software may be used only in accordance with the license restrictions contained in the master license agreements. All students using computers at GHS must sign a computer agreement form with the classroom teacher or lab instructor and it must be on file with the computer specialist in the school. If the student violates the agreement, the student will forfeit all computer privileges at GHS.

A person who gains access without authorization to a computer or computer network to alter, damage, modify, or destroy any computer program, computer, or a computer network is guilty of a third degree felony. A person who intentionally and without authorization interferes with or interrupts computer service is guilty of a Class A misdemeanor. Students are not authorized to enter grades or attendance for teachers.

**Students may never sit at or use a teacher’s computer for any reason. (With or without permission)**
Students may not use email, games, chat rooms or network messaging. Computers are provided for school related work only. Any other use is prohibited. Violations will be reported. Violations may result in the following consequences: Verbal or Written warning, Parental Notification, Suspension, Denial of computer access, Withdrawal from computer course.

**Constitution**

The GHS student constitution contains information concerning student policies, organizations, elections, and student government activities. Copies are available in the library, Main Office, and with the Executive Student Council.

**Counseling Department**

The mission of GHS’s comprehensive guidance program is to empower students to successfully address their intellectual, emotional, social and psychological needs. Program goals are to provide instructional support and will include sequential activities to aid students to acquire competencies in career planning, exploration, knowledge of self & others, education & vocational development. Parents and students are encouraged to contact their guidance counselor at any time to set up an appointment to discuss concerns.

**College & Career Readiness Planning** (CCR) will be held both individually and in group settings throughout the year. Parents are encouraged to attend with their student. The purpose of the CCR is to set academic, personal and career goals as well as map out the four year high school plan.

*504 Accommodations:* Parents are encouraged to contact their student’s guidance counselor to discuss any student accommodations that may be needed to help the student be successful in school.

**Online classes for credit**

All online classes must be approved by the guidance counselor PRIOR to starting and documented in the students’ CCR plan, before enrolling in the course.

Correspondence credit may be used to fulfill graduation requirements if the credit meets the same objectives and/or state core curriculum as the high school course. There are many online options available, some of which require students dropping classes at their own high school so that the pupil funding may be shared.

**Credit Recovery Program**

The GHS Credit Recovery Program is designed for students needing to make up failing grades. All requests to participate must be made to the guidance counselor and approved by the administration and the Tooele County School District Case Management Team. Fees apply and are not covered through the fee waiver program.

**Dances**

The purpose of having school dances is to provide wholesome entertainment for students. Dances held at G.H.S. are sponsored by the Student Council or an organization within the Student Council. Any student or guest who has been drinking or smoking, or whose actions are determined to be improper will be asked to leave the dance. The proper authorities will be called and the student(s) will be referred to an administrator for disciplinary action. This action will
result in denial of privileges for a period of time. Any guests involved in such action will not be allowed to attend future activities at the high school. All dances will end no later than 11:30 p.m. and the sponsoring organization is responsible for cleaning the dance area and putting away all equipment.

Drinks (pop, cups, etc.) will NOT be allowed at any dance with the exception of the Junior Prom.

**If a student leaves a dance for any reason, he/she will not be allowed to return to the dance under any circumstances.** No student under the 9th grade will be allowed in any dance, with the exception of the prom promenade.

Dress standards will be enforced at all dances. Guests of high school age may attend the dance with a member of the student body of Grantsville High School. There must be at least three advisors and one administrator present at each dance.

**Disclosure Statements**

Each teacher will issue a disclosure statement for his/her classes at the beginning of course work. Teachers determine grading and assignment procedures and policies in the disclosure statements. All students are expected to abide by classroom standards and procedures as outlined in the disclosure statements. Any change in basic class procedures or expectations must be accompanied with an updated disclosure statement.

**Drug/Alcohol Use**

The use, possession, distribution, or sale of alcohol/drug paraphernalia constitutes a hazard to the welfare of students, staff and educational programs, and is illegal under the law of the State of Utah. Students, who may be under the influence of, possess, or be knowingly present where there is use of, and/or distribute alcohol or drugs during school hours, on school property, or during school activities, will have discipline administered in accordance with the following guidelines:

**Possess, Use or be Knowingly Present when use or Sales of Drugs or Alcohol Occurs:**

**First Violation:** The student will be referred to law enforcement. The student will be suspended from school for three to ten days. The student and parents shall sign a non-use contract. The student and at least one parent/guardian will complete the school sponsored drug and alcohol program.

**Second Violation:** The student will be referred to court. The student will be suspended from school for a minimum of ten days and may be referred to a more extensive Drug and Alcohol Rehabilitation Program through the Case Management Team.

**Third Violation:** The student will be referred to court and will be suspended for a minimum of ten days. The Principal will make a recommendation to the CMT Committee for possible expulsion up to one year. The student may be requested to successfully complete an approved alcohol or drug treatment program prior to consideration for re-admittance.

**Sell or Distribute:**

**First Violation:** The student will be referred to law enforcement. The student will be suspended from school for a minimum of ten days. The Principal and Superintendent will consider whether a suspension longer than ten days is appropriate. The student will be required
to successfully complete an approved alcohol and drug treatment program prior to consideration for re-admittance. The principal may grant re-admittance to the school when the student demonstrates a readiness to return.

**Second Violation:** The student will be expelled from school for up to one year.

**Tobacco Use**

The use and/or possession of tobacco products are prohibited and illegal. This applies to students who are in school, on the way to and from school, during lunch, and at all school sponsored activities. Administrators are agents of the court and will issue citations for all offenses. All tobacco use by students, parents, visitors and chaperones on school property or district property, in school owned vehicles, and at school-sponsored functions/classes away from school property, including fieldtrips, is strictly prohibited.

**First Violation:** A school administrator will meet with the parent(s)/guardian(s) and student and require the student to complete a cessation class (the Tooele County Health Department offers “Ending Nicotine Dependence” (END) a tobacco cessation class specifically for teens) and complete provided educational materials or be referred to the Utah Quit Line, 1-800-QUIT-NOW or Utahquitnet.com. If the student chooses to contact the Quit Line, he/she must provide proof of completion (Quit Line packet/certificate). The student and parent/guardian will sign a non-use contract. If the student refuses the options, he/she will be referred to the local law enforcement and will be processed through the judicial system according to Utah laws.

**Subsequent Violations:** The school administrator will meet with the parent(s)/guardian(s)

**Possession of tobacco** or tobacco paraphernalia by students is strictly prohibited within 1,000 feet of District property. Paraphernalia, such as lighters, matches, strikers, and any incendiary device are in violation of the Tooele County School District Safe School Policy (Policy 6009e).

**First Violation:** A school administrator will meet with the parent(s)/guardian(s) and student. The school administrator will require the student to complete a cessation class (the Tooele County Health Department offers “Ending Nicotine Dependence” (END) a tobacco cessation class specifically for teens) and complete educational materials or be referred to the Utah Quit Line, 1-800-QUIT-NOW or Utahquitnet.com. If the student chooses to contact the Quit Line, he/she must provide proof of completion (Quit Line packet/certificate). The student and parent guardian will sign a non-use contract. If the student refuses the options, he/she will be referred to the local law enforcement and will be processed through the judicial system according to Utah laws.

**Subsequent Violations:** The school administrator will meet with the parent(s)/guardian(s) and student.

**UHSAA Drugs, Alcohol and Tobacco Policies also in effect at GHS**

**SECTION 1:** A. The UHSAA supports the U.S. Supreme Court rulings regarding education. First, to prepare students to be good citizens and second, to teach them to be self-reliant and self-sufficient. Activities of the UHSAA contribute to both of these goals. The use of alcohol,
tobacco products or other drugs in almost every instance deters the realization of these goals. Every effort shall be made at the local, region and state levels of participation to eradicate the promotion, use or abuse of alcohol, drugs and tobacco with regard to participation in high school sports and activities that include All UHSAA sanctioned sports, including band, drama, debate, and orchestra. Limitation for participation of students in Utah high school activities regarding the use of alcohol, tobacco products and other drugs during a sports season, as defined in the Utah Code are:

1. **First offense:** Suspension from two consecutive games, meets, matches, competitions or performances at the same level of play (and any intervening levels as well). Practice may be continued following a personal assessment of the student by a licensed substance abuse intervention or treatment program and/or participation in a district, governing board of a charter or private school approved intervention program.

2. **Second offense:** A six-week suspension from games, meets, matches, competitions or performances. Student participation in an assessment by a licensed substance abuse intervention or treatment program with prescribed follow-up is required. Practice may continue only after the assessment has been completed and positive participation in the prescribed follow-up is occurring.

3. **Third offense:** An eighteen-week suspension from all games, meets, matches, competitions, performances and practices. Reinstatement of eligibility at the end of the eighteen-week suspension is predicated upon successful completion of a formal assessment, intervention and treatment program. In all of the foregoing offenses, local school and/or district requirements which deal with discipline, suspension, corrective measures, parent/guardian involvement, rehabilitation and so forth, must be met.

**Interps & Guidelines 10.1.1: DRUGS, ALCOHOL AND TOBACCO**

A. Conditions of this policy include:

1. Violations carry over year to year and sport/activity to sport/activity in a participant's career (there is no "fresh start" each year).
2. Violations must occur and be discovered during a sport/activity season.
3. Any penalties for violation follow the student to any school to which he/she transfers.
4. Any violation beyond the third offense carries the same penalty as the third offense.

**SECTION 2: Local School or District Requirements**

Local school or district requirements may exceed those set forth in By-Laws Article 10

**Fees and Returned Checks**

All fees should be paid during registration before school begins and may be paid by cash, credit card (on-line), money order or check. Parents may apply for a delayed payment plan. All unpaid fees and returned checks will be automatically sent to collections from the bank. The school does not receive these checks and cannot retrieve them to avoid this process.

**Fee Waivers**

Families who qualify for a fee waiver may be exempted from most school fees. However, this waiver does not cover the following: Extended Day classes, U make-up fees, yearbooks, class change fees or credit recovery.

Qualification for fee waivers is based on family size and household income. Qualifying examples include those who are in State Custody or Foster Care. Case by case determinations are made for extenuating circumstances, such as: exceptional financial burdens imposed by loss
of income, or substantial reduction of income, or extraordinary medical expenses, and who are not reasonably capable of paying the fee.

Families desiring a fee waiver will complete the “School Fee Waiver Application” form and present it to the finance secretary. Approval for free lunch also requires verification of income.

Parents are entitled to appeal a denied fee waiver application to the Tooele County School District Administration. Students will be allowed to participate in all classes, programs and activities for which they applied for waivers during the period which the student’s eligibility for waiver is being determined or appealed.

**Funds and Collections of Money**

All funds received by clubs, athletic teams, and other school groups must be deposited immediately with the school financial secretary. Expenditure of any monies must be conducted through the use of a purchase-order and/or a school-check with proper documentation. Teachers will keep a log of all monies collected identifying: Date, Collected From, Amount Collected, and Purpose. No students will be responsible for the collection of funds.

**Fund-raising Activities**

All requests for fund raising activities for the entire school year and subsequent summer must be submitted to the principal at the beginning of the school year. The requests are reviewed, compiled and submitted to the School Board for approval by September 13 and February 28. Fund-raising activities will be under the supervision of the class/club advisor and the administration. All fundraising funds should be deposited daily with the financial secretary and never left in a classroom, desk or other personal place of storage.

**Gambling**

No fantasy or playing cards will be allowed at school. Any form of gambling is not acceptable.

**Grade Changes**

Any changes in grades must be completed within **two weeks** of the new quarter. Teachers must obtain the grade change form from and return it to the school counselor's office.

The Utah Department of Education grants high schools the authority to assign credit for each subject a student takes and passes in the public schools. At Grantsville High School credit will be granted on a “term” basis. This means that the grade a student earns at the end of the nine-week period (term) will be placed on the permanent record. The percentage of success used to establish letter grades are as follows:

- 90% - 100% = A,
- 80% – 89% = B,
- 70% – 79% = C,
- 60% – 69% = D,
- Below 60% = F.

**Grades - Incomplete**

A student whose work has been clearly satisfactory up to the time of an unavoidable absence and is behind in his/her work at the end of a grading period will be marked with an "I" (incomplete) on his/her report card. The "I" will be replaced by the letter grade when the incomplete work is made up. All incompletes must be made up within **two weeks** of the end of the grading period or the "I" will be changed to an “F” (a failing grade). A student who has been in regular attendance and whose work is incomplete without a valid reason will not receive an incomplete. That student will receive the grade earned on the basis of the work completed, even if the grade is a failing mark.
Grades - Midterms
All students will receive a midterm grade report. Parents should watch for the reports and use the reports at the Midterm Conference, which will be scheduled the next week after receiving midterm reports. If a student has a C- or less in any class, the parent should know that the student is in jeopardy of failing, and immediately contact the teacher by phone, email, or in person. This report will serve as notification to the parents that the student may fail the class with anything at a C- or less.

Graduation Academic Career Pathways
In order to earn Career Pathways recognition (certificate and cord) at graduation, a student must complete four (4) units of credit in a single Career Field. Career pathway courses may be taken in grades 9-12. Students should use the Career Field brochures to guide them in class selection.

There are three types of courses - Core, Career Pathway and Elective. A course can only be counted for credit in one area. Current 12th grade students must complete a Career Pathways application form at the counseling center to receive Career Pathways recognition during graduation.

Graduation Credit Outside Regular School Day
Additional credit is available for students needing credit to graduate. These may include: online classes, correspondence courses, and internships. Prior approval by the counselor and administration is necessary before taking the additional credit option.

Graduation Diplomas, Senior Year Enrollment Requirement
Grantsville High School will issue a high school diploma to students who have passed all requirements for graduation as specified by Grantsville High School, Tooele County School District, and the State Board of Education.

Seniors must pass all classes needed for graduation in order to participate in graduation exercises. Any senior having a debt at the school must clear the debt in order to participate in graduation exercises. All “U” marks must be made up with the administration in order for a student to participate in graduation activities.

Early Graduation Policy
Students interested in early graduation must complete the graduation and application requirements through the CCR process with their guidance counselor at the start of their 11th grade year. If you plan to graduate early, check with your high school counselor early so that all requirements can be met. Students must have a parent/guardian attend the counselor meeting and sign the appropriate paperwork; also, it must be approved through CMT at the district. Note: Early graduates must earn 28 credits and meet all the graduation requirements to participate in graduation exercises.

Graduation Requirements
Students in grades 9-12 must earn a minimum of required credits to graduate with a GHS diploma. Graduation class of credits, 2018:31 credits, 2019:32 credits, 2020: 34 credits.
Students must complete the following minimum credits in the categories listed below:

1. **Language Arts**: A student must have four units of credit in English in grades 9-12. A student must be enrolled in English each year.
2. **Social Science**: A student must have three units of credit in the area of Social Science in grades 9-12. General requirements vary according to the grade of the student.
3. **Science**: A student must have three units of credits in the area of science in grades 9-12. All ninth-grade students are required to take a science class. Many college bound students opt to take four years of science.
4. **Mathematics**: A student must have three units of credit in the area of mathematics in grades 9-12. These must be algebra or above. Many college bound students opt to take four years of math.
5. **Educational Technology**: A student must have one-half unit of credit in computer studies in grades 9-12.
6. **General Financial Literacy**: A student must have one-half credit in Financial Literacy and it must be taken either their junior or senior year to count for credit.
7. **Fine Arts**: A student must have one and one-half units of credit in the arts in grades 9-12.
8. **Physical and Health Education**: A student must have two units of credit in this area in grades 9-12. One and one-half units of physical education must be taken in grades 9-12. Three semester classes are required for each student, which are:
   a. Participation Skills and Techniques -.5 credit
   b. Fitness for Life -.5 credit
   c. 3rd choice PE -.5 credit
   d. Health (usually 10th grade)-.5 credit

   The 3rd choice PE semester credit may also be earned by successfully completing two seasons of competitive sports participation, or one year of drill team, cheerleading, or flag team. Only one P.E. class may be taken per quarter, except weight training may be taken with a P.E. class. Physiology cannot be substituted for health.
9. **CTE (Career and Technical Education)**: All students must complete one unit of credit in vocational education somewhere between grades 9-12.

**Elective Credits**: Graduating Years 2017 **13.5 units**, Graduating years 2018 and 2019 **15.5 units**, Graduating years 2020+ **17.5 units**

**Commencement**: In order to maintain dignity and decorum at high school commencement, students participating in commencement exercises are subject to the dress and grooming standards articulated in this policy and are required to wear the prescribed cap and gown during the ceremony.

Personal items such as clothing, accessories or jewelry that draw undue attention or detract from the dignity and decorum of the occasion shall not be allowed. Mantles, cords, insignias or medals signifying achievement, honor or recognition are restricted to awards issued and approved for display at graduation by the local high school. During the ceremony is defined as the entire duration of the commencement program from opening processional to completion of the recessional.
**Graduation: Valedictorian and Salutatorian**

Students who wish to compete for the honor of valedictorian or salutatorian of the graduating class must first meet the following criteria:

1. Minimum course completion: 1) 4 credits of English (regular, honors, advanced, or college classes.) 2) 3.5 credits of Social Science (regular, honors, advanced or college social science classes.) 3) 3 Credits of Science (regular, honors, advanced or college science classes.) 4) 3 Credits of Math (Algebra I or higher, regular, honors, advanced or college classes.) 5) 2 Credits of Foreign Language (regular, honors, advanced, or college foreign language. 6) All other core requirements must be met. 7) Student must attend high school for four academic years (Early graduates will not be considered for this selection.)

2. The valedictorian and salutatorian must be involved in a service project during his/her senior year.

3. The valedictorian and salutatorian must be involved in at least two extra-curricular organizations during his/her school years.

4. The scoring formula for selection of Valedictorian and Salutatorian includes three parts which are weighted: (1) GPA, (2) ACT Score and (3) Course Weighting.

   The student with the highest score will be the valedictorian. The student with the second highest score will be the salutatorian.

   The cumulative grade point average used in the formula is that earned through the third term of the senior year. The ACT score used will be the student's highest score, if taken multiple times. College courses will be calculated from first semester only.

   Students that are interested may see their counselor for more details.

**Grantsville City Park Designated as School Campus**

The Tooele County School District and Grantsville City Council have designated the Grantsville City Park as part of the school campus. All student rules of conduct and board policies of Tooele County School District and Grantsville City shall apply to the Grantsville City Park during school hours and during before or after school activities, including one-half hour before and one-half hour after school and/or activities.

**Gymnasiums**

Please keep street shoes off the gym floors and place litter in the proper disposal containers. Students are not permitted in the large gym during lunch time. Lunch time activities may take place in the small gym with proper supervision. The large gym is reserved for the Cheerleaders and Lariettes at 6:00-8:30 a.m. No food or drinks are allowed in the gyms during the school day.

**Hacky Sacks**

Hacky sack (Cepa), and other activities that can cause damage, distractions, injury or obstruction to other students passing by, will only be played outside the building.

**Hallways and Hall Pass**

If a student is in the halls during class time, he/she must have an official hall pass from the teacher. Teachers are instructed to allow only one student out of class on a hall pass at a time.
Teachers have the responsibility to question students who are in the hall without a valid hall pass. Teachers are advised to store the hall pass in a location that is convenient for the teacher to hand to the student, rather than just hang it on a peg at the back of the room where it can be taken without notice by a student slipping out of class. Teachers are also advised to use a logbook to track the whereabouts of students not in class on time.

**Immunization Requirements**

Immunization records provided by a licensed physician, registered nurse or public health official are accepted as a certificate of immunization if the type of immunization given and the dates given are specified and the information is transferred to an official certificate for immunization and verified by the school district.

The school shall prohibit further attendance by a student under a conditional enrollment who has failed to obtain the required immunization five days after written notice of a pending suspension and if the student's rights have been mailed to the parent, guardian, or legal age brother or sister of a student who is without parents or guardian.

Parents or guardians whose children are prohibited from attending school for failure to comply with the provisions of this act shall be referred to the juvenile court for medical neglect.

**Insurance**

Grantsville High School offers student accident insurance through the cooperation of a state approved insurance company. The insurance provides coverage in case of accidents while a student is going from or coming to school as well as during the entire school day. If students are not covered by a personal insurance policy, they are encouraged to purchase school insurance. All inter-scholastic athletes are required to either carry insurance or have their parents sign an insurance waiver form before they begin a sport season. Athletes are required to have a physical before they are allowed to compete in athletic events. All athletes must have a Consent Form on file with the physical form. If an athlete receives an injury that requires medical attention, the athlete must have a doctor’s release before he/she will be allowed to resume participation.

**Internships/Work Release Program**

A student who wishes to participate in an internship program must meet the following criteria: 1) Be a junior or a senior. 2) Internship programs must not interfere with classes that are required for graduation. 3) Students must have a 2.0 GPA the preceding quarter. 4) Must have the counselor's approval. 5) Students applying for an internship must work through the Work-Based Learning Coordinator prior to starting their internship.

**Jeopardy Senior Policies and Procedures**

Seniors who are short credits for graduation will be notified by their guidance counselor during the first term of the school year. Senior students and their parents will be asked to attend a formal College and Career Readiness Planning meeting to determine the action to be taken to move the student towards graduation. Students are strongly encouraged to make up “F” grades within the same school year as they are earned, so as to avoid graduation issues in their senior
year. Parents are welcome to contact their students’ guidance counselor at any time and request a meeting to discuss student issues.

**Language, Profane and Obscene**
Profane or obscene language is not appropriate and will not be tolerated in the school environment. Students will be subject to various consequences, including suspension, and a parent conference may be requested. Students will receive a warning for profanity the first time and may be suspended after the warning if the profanity continues. A severe episode may lead to a suspension immediately. Swearing that serves to escalate hostility may receive a suspension immediately. Swearing at an adult in the building may result in immediate suspension.

**Lockers**
Lockers are provided for the convenience of students to store school materials only. You are provided a locker as a privilege. You are renting the locker from the school. The school still owns the locker. Students who store valuable items in their locker do so at their own risk. You should not bring electronics, valuables or large sums of money to school at all. The school is not responsible for items that are lost or stolen from lockers. Locker combinations will not be changed during the school year. Do not share your combination with anyone.

School officials have access to your locker and can search it at any time, with or without your permission, and with or without you present. This is in accordance with the Policies, Rules and Regulations of Tooele County School District. The student is responsible for personal property and should therefore make certain that the locker is kept locked at all times. Students should place a lock on the locker.

Remember to put a lock on your gym locker. Do not leave your personal belongings unattended.

You are responsible for any damage done to your locker. You are responsible for anything illegal found in your locker.

**Lost and Found**
All lost and found articles should be turned into the main office. Before an article may be claimed, the article must be accurately identified by the owner. The school will not be responsible for any valuables lost at school.

**Lunch**
GHS has a great lunch program. Your lunch experience is intended to be a pleasant one. Please respect the rights of others. Do not crowd in line and return all trays or silverware to the kitchen drop off area. Throw away all garbage. School staff assigned to lunchtime duties will report to the area ten (10) minutes before the end of the lunch period. All food and drink needs to be kept in the commons areas. **No food or drink is allowed in the halls or in classrooms.**

**Media Center**
The Media Center extends services to everyone and is open from 7:30 a.m. to 3:00 p.m. daily. Students may be admitted to the Media Center during class time with written consent from the classroom teacher. Students are reminded that the Media Center is a place for quiet study. Those who cannot comply with this will be asked to leave.
Food or drink will not be allowed in the Media Center. Students should leave personal belongings in their lockers.

Overdue books cause additional record-keeping for the Media Center staff, and it also deprives other students from using the materials. Fines will commence on the first day after the due date of the book(s) in question. The rate for each overdue book will be $.10 per day until the book(s) is returned. Students are responsible to pay for all lost books and fines. Additional books will not be checked out to the student until all overdue books are returned and all fines paid.

Messages

The school office is unable to deliver messages to students, except in case of emergency. The emergency must be specified to a school official before classroom activities will be interrupted. Personal messages should be arranged outside of school time.

Money - Change

Students are encouraged to bring money to school only as needed to make purchases while at school and to make sure the money is secured at all times. Students may obtain change in the office except during class time. No personal checks will be cashed in the school office for change.

Online classes for credit

All online classes must be approved by the guidance counselor PRIOR to starting and documented in the students’ CCR plan, before enrolling in the course. Correspondence credit may be used to fulfill graduation requirements if the credit meets the same objectives and/or state core curriculum as the high school course. There are many online options available, some of which require students dropping classes at their own high school so that the pupil funding may be shared.

Parking Regulations: The Law of Utah Reads

Students who drive cars to school are allowed to park in the student parking lot on the west side of the school. Students will also be ticketed if they park in a handicapped stall, the faculty lot, or red zone areas. Maximum speed in the student parking lot is 10 mph.

Students should be aware that automobiles parked on the school premises or in the school parking lot are subject to search when school officials have reasonable suspicion that weapons, drugs or objects prohibited by school policy or state law are contained. Unless otherwise declared in the rules and regulations, it is a CLASS B misdemeanor for any person to be illegally parked on the Grantsville High School Campus.

Pop, Candy and Juice Machines

The snack food machines are placed in the school for the convenience of the students. Please do not take food, pop, candy, or juice in the classrooms, gyms or auditorium. The machines will be turned off during lunch and breakfast to meet Federal guidelines.
**Posters and Signs**

There are several poster bulletin boards throughout the school. Any announcements placed on the bulletin boards must have the advisor's signature before being put on display. All posters/signs should be taken down by the organization after their usefulness is over. Students or organizations who wish to put up posters or signs in the school should be reminded that the size of the poster cannot exceed the size as mandated by the Utah State Fire Marshall (four by six feet). No posters or signs will be placed on any glass in the building. No tape is allowed on the white paint in the halls or rooms or on any glass throughout the building.

**Public Display of Affection**

School is a public place and it is not the place for individuals to display excessive physical affection for one another. Public display of affection should be limited to hand-holding. The first violation will call for a warning and the second time will call for an administrative contact with the parent. A third infraction may result in suspension.

**Seek Assistance**

All students are required to seek assistance from an adult in the building in an effort to prevent problems with other students.

**Seminary or Release Time**

GHS students will be allowed one period of “Release Time” for religious classes. No high school credit will be given for these classes. Students abusing the privilege of attending seminary through truancy or tardiness will lose the privilege. Being anywhere but seminary during the scheduled time without proper clearance is considered truancy. Students displaying continual truancy behavior will meet with parents, seminary principal, and school principal to resolve the problem. Although Seminary teachers allow extra time to arrive, all students on release time need to be out of the building by the sounding of the tardy bell.

**Snowballing**

Snowballing is prohibited on the school grounds and in the building because of safety issues. Violators will be disciplined by the administration.

**Sportsmanship**

We pride ourselves in the positive sportsmanship of our students. At GHS we view good sportsmanship as a commitment to fair play, ethical behavior, respect and integrity. In perception and practice, sportsmanship is defined as those qualities which are characterized by generosity and genuine concern for others. The ideals of sportsmanship apply equally to all activity disciplines. All students, whether spectators or team members, are expected to model good sportsmanship. Students who display poor sportsmanship will be removed from school activities and face possible additional restrictions or punishments by school administration.

**Sterling Scholars**

The Deseret News KSL 5 Television Sterling Scholar Northeast Utah Region Competition takes place each year to recognize outstanding achievements from the senior class students. GHS competes in the Northeast Region and offers competition in a variety of areas.
Students may sign up to compete in Sterling Scholars during the first few weeks of school. School wide competition is held during the late fall to select GHS School Winners. Selected School Winners will then begin preparations for regional competition which is held during the month of April. Detailed information is made available in September to any interested senior. Many colleges/universities offer scholarships to the winners of the Sterling Scholar Competition.

**Student Council**

The purpose of the Student Council at Grantsville High School is to provide strong leadership, set positive role models, and provides meaningful programs and activities for all students. All students are encouraged to participate in the government of our high school. The Student Council will meet monthly. Presidents of each organization should plan to attend the meetings.

**Sunday Activities**

There should be no school-sponsored activities held on Sundays. This is a day in which the school, staff, faculty, and student body will be free from any school obligations. With this in mind, there will be no school-sponsored meetings/activities held on Sundays.

**Telephones**

The telephone in the main office is for school business only. Students will not be called to the telephone unless it is an emergency. GHS also provides a line and a phone in the front part of the Main Office for student use. Students are permitted to use this phone between classes and at lunch. If a student needs to use the phone during class, he/she needs to report to class and return with a hall pass from the teacher.

**Textbooks**

Textbooks are rented to all students. Teachers will keep an inventory number list of all assigned textbooks. Once a book is assigned to a student, the student is responsible for the book. Lost and damaged books must be paid for by the student. Charges for lost or damaged books will be billed from the main office.

**Tobacco Use**

The use and/or possession of tobacco products are prohibited and illegal. This applies to students who are in school, on the way to and from school, during lunch, and at all school sponsored activities. Administrators are agents of the court and will issue citations for all offenses. All tobacco use by students, parents, visitors and chaperones on school property or district property, in school owned vehicles, and at school-sponsored functions/classes away from school property, including fieldtrips, is strictly prohibited.

**First Violation:** A school administrator will meet with the parent(s)/guardian(s) and student and require the student to complete a cessation class (the Tooele County Health Department offers “Ending Nicotine Dependence” (END) a tobacco cessation class specifically for teens) and complete provided educational materials or be referred to the Utah Quit Line, 1-800-QUIT-NOW or Utahquitnet.com. If the student chooses to contact the Quit Line, he/she must provide proof of completion (Quit Line packet/certificate). The student and parent/guardian will sign a non-use contract. If the student refuses the options, he/she will be
referred to the local law enforcement and will be processed through the judicial system according to Utah laws.

**Subsequent Violations:** The school administrator will meet with the parent(s)/guardian(s)

### Possession of tobacco

Possession of tobacco or tobacco paraphernalia by students is strictly prohibited within 1,000 feet of District property. Paraphernalia, such as lighters, matches, strikers, and any incendiary device are in violation of the Tooele County School District Safe School Policy (Policy 6009e).

**First Violation:** A school administrator will meet with the parent(s)/guardian(s) and student. The school administrator will require the student to complete a cessation class (the Tooele County Health Department offers “Ending Nicotine Dependence” (END) a tobacco cessation class specifically for teens) and complete educational materials or be referred to the Utah Quit Line, 1-800-QUIT-NOW or Utahquitnet.com. If the student chooses to contact the Quit Line, he/she must provide proof of completion (Quit Line packet/certificate). The student and parent guardian will sign a non-use contract. If the student refuses the options, he/she will be referred to the local law enforcement and will be processed through the judicial system according to Utah laws.

**Subsequent Violations:** The school administrator will meet with the parent(s)/guardian(s) and student.

### Vandalism and Destruction of School Property

Students who willfully destroy school property through vandalism, carelessness, or rowdy behavior will be financially responsible for the repair or replacement of the damaged property. The administration may elect to have the student complete school community service as part of the restitution. Law enforcement may be involved if deemed necessary by the administration.

### Visitors

We welcome visitors to GHS. We ask that all visitors first check in at the office to sign in and receive a guest pass. We especially welcome parents to the school. If a parent wishes to visit a classroom or meet with a teacher, we ask that they make an appointment to allow the teacher to prepare for the visit. Tooele County Board of Education has adopted the policy that does not allow a student to bring a student visitor to school.

### Attendance Policy

Students in Utah are required to attend school for a minimum of 990 hours of instruction each year. It is critical all students and parents make a serious commitment to be in school regularly and on time. If this is done, students will have no problems dealing with the consequences. We do not want to see students build negative attendance habits and fall behind and become discouraged. All students deserve to be successful in school. That is our goal.
Teacher responsibilities

Teachers will actively encourage appropriate attendance. All teachers will provide a brief and meaningful Bell Ringer activity at the beginning of class to encourage and reward punctual attendance. Care should be given so that missing the Bell Ringer does not punish students who are excused. Teachers will minimize the time students are allowed to leave the class. Hall passes must be required for every student excused. Teachers may excuse only one student at a time. Teachers should avoid allowing students to leave class during lunch.

Attendance Tickets

Class starts at the first bell, after that bell, you will receive a tardy; after the second class bell, students not in their classroom seat will be marked absent. Students caught out of class may receive an attendance ticket. If you receive an attendance ticket with a fine, there are options to pay the fine. We will not send reminders, this is your responsibility. There are 3 ways to pay the fine.

Within 3 weeks of the date you received the ticket, complete one of the following:

1. Pay fine.
2. Bring a copy of your attendance record that shows zero tardies for a one week period (after you received the attendance ticket).
3. Attend ONE lunch detention if assigned a $3 fine, or TWO lunch detentions if assigned a $5 fine. Lunch detention is in Room 19. You will be required to sign in and remain in the session until the bell rings. You may eat lunch during this time, no cell phones allowed. Once the detention door is closed you may not be allowed to enter. Check with Mrs. Kelley to schedule a session.

If you complete either of the above options within 3 weeks, your fine will be removed. If you do not pay, the fine will remain. Fines are to be paid in the front office to the financial secretary.

Attendance Standard:

If a student exceeds four (4) tardies or two (2) unexcused absences in any one class within a term, a student will receive a citizenship mark of Unsatisfactory Attendance (UA) for that class unless the student makes up the excess tardies or absences by attending Attendance School. Individual teachers may also incorporate attendance into their individual grading policy as set forth by their disclosure statement. For athletics, school activities and extracurricular eligibility purposes, a student with a UA or U on their transcript will not be eligible to compete or perform.

Students are subject to the teacher’s daily attendance records. If there is a recorded absence or tardy which is in question, the student may, by checking their SIS daily, contact the teacher within one week of the mismark and bring it to their attention. If there are questions concerning absences, please contact the teacher, then the school attendance office or the school administrator who is in charge of attendance.

Students who are absent 10 consecutive days will be unenrolled and have to reregister upon their return, unless prior approval is granted. (Utah Administrative code R277-419. Pupil Accounting)
Excusing Absences

Parents excuse absences by calling the attendance office at their student’s school at any time of the day or night and leaving a message. All calls to excuse absences should include the date of the absence, time of the call, and specific class periods missed (if not for the entire day), and a phone number where a parent may be reached. Parents are required to excuse absences within one week of the absence.

Fraudulent excusing of absences by students will result in school discipline.

Consequences of Repeated Unsatisfactory Behavior

a. Students who accumulate four (4) "U" grades during an academic year will be placed on citizenship probation. An administrator, parent/guardian, student conference will be held to discuss the behavior problems and the possible interventions. A written record of the conference and/or a behavioral contract will be made and will be signed by all parties involved.

b. Students who are placed on probation will remain on probation for the balance of the school year. Further infractions will result in additional consequences which may include referral to Juvenile Court, suspension, referral to alternate education, or referral to the Board of Education for school release.

c. Students cannot participate in graduation ceremonies in Tooele County School District schools with any unresolved "U" grades. All "U" grades must be made up by the last day of school for seniors of the student’s graduation year in order to participate in graduation ceremonies.

Make up of "U" and "UA"

Students may make up a "U" or "UA" by doing the following:

a. Two (2) hours of citizenship sessions offered by the school. The cost of each hour session will be $3 and must be paid prior to the “U” or “UA” being removed. Citizenship sessions will be closed to students as soon as the session is full. Students must be positively engaged in school work or studying during the citizenship session or they will not receive credit toward the removal of their “U” or “UA”.

b. Skills for Success: Classes taught by the counselors the last few weeks of each term will clear two (2) “U’s” or “UA’s” from a student’s transcript for attending three (3) sessions.

c. Two for Two: Students who go two consecutive terms with no “F’s” or “U’s” or “UA’s” will qualify to remove two (2) “U’s” or “UA’s” from their transcript. Students must see their counselor to complete this process and may not use terms that previously had a “U.” or “UA’s.

d. Student Summit: Students who attend the Student Summit will qualify to remove one (1) “U” or “UA” from their transcript. If a parent accompanies the student, an additional “U” or “UA” will be removed. Student and parent must attend the entire
evening and have their verification cards stamped for each session. Cards must be returned to the authorized personnel at the end of the evening.

e. Saturday School: A makeup session may be held for a service work project. The cost will be $10. Students who complete all four hours will clear two (2) “U’s” or “UA’s.”

f. CTE Fair: Students may attend the annual CTE Fair with their parent to clear one (1) “U” or “UA.” Student and parent must sign in at the door.

g. School Service: On a case-by-case basis, a building administrator may assign school service for a student to make up a “U.” Parental permission is required. The cost is $5 per “U” or “UA”.

h. Other: Schools may have additional options for students to make up “U’s” or “UA’s”.

The principal may waive fees upon his/her discretion based on student need.

**Homebound.** Students who persist in a practice of excessive absenteeism after their first two years of school will be considered for Homebound placement. The same guidelines for Court referrals will be used to identify students to be given a Home Study placement.

**Expulsion.** Students who are at least 16 years of age and show persistent disregard for attendance requirements, may be considered by the school Student Attendance Review Board to recommend to the School Board, a Board Release, and the student could be expelled permanently from school.

**Ten Day Drop-Rule**

As per state law, any student who does not attend school for ten consecutive school days, without a legitimate excuse, will be dropped from the attendance rolls.

*If a parent is having a difficult time getting their student to attend school, the parent should notify the school as soon as possible for assistance in working with the student.*

**Tardies**

Repeated tardiness is unacceptable and presents a major disruption to the educational process of the student, the class, and the teacher.

Students are expected to be in their seats when the tardy bell rings. Students arriving up to twenty minutes late to class are considered tardy. When students arrive tardy, they are to sign in on the teacher’s tardy log. Teachers will use the tardy log to verify if the student is absent or tardy. If students fail to sign in, they will remain absent.

Students arriving more than twenty minutes late to class are considered absent, unless cleared by the Attendance Office. Utah law requires all students between the ages of six and eighteen years to attend school on a regular basis.

**Excessive Tardy Procedures.**

1. On a student’s 2nd tardy the teacher will notify parent/guardian.
2. On a student’s 4th tardy the attendance office will notify parents of the 4th tardy and that the student will receive a “UA” and will need to attend Attendance School session and pay a fee of $3 before the “UA” will be recorded and changed.
3. After the 5th tardy, the student will be charged $3.00 for each tardy. A parent/guardian and student will meet with the administration.

**Duties and Other Details**

1. **Student duty.** Students are responsible for their attendance and to account for absences. It is vital each student understand the importance of establishing a habit of regular and punctual attendance. It is also each student’s responsibility to check in and out at the attendance office upon arriving late or leaving early.

2. **Parent duty.** Parents have a vital responsibility to support their child in maintaining regular and punctual attendance. Parents should actively monitor their child’s progress on SIS, communicate with teachers, and avoid unnecessary absences.

3. **Teacher duty.** Teachers can support students’ attendance in various ways—first by providing well-prepared and engaging instruction, including a meaningful bell-ringer. Teachers are responsible to maintain a logbook to record all late arrivals, or early departures. They should mark the roll every period and maintain accurate and current records.

4. **Administrators’ role.** The school administrators are responsible for all aspects of the Attendance Policy. The administration must enforce the district attendance policy and follow up with appropriate consequences for habitual truancy.

5. **Hall Monitor and Attendance Secretary.** These officials hold key roles in the enforcement and effectiveness of the attendance program. They are available to support students and parents and may be reached by calling the school (884-4500) or (884-4525 for attendance).

6. **SIS system.** The SIS system on the computer is a vital tool for students and parents. The school is responsible to maintain current and accurate records on each student. Students and parents are encouraged to make regular checks of their attendance and grade records on the District SIS system.

**Other Attendance Issues**

**Suspended Students**

Suspension is viewed as a serious matter. According to Utah Law, suspension may be used when students do not comply with rules for the governance of the school, pursue the prescribed courses of study, or do not submit to the teacher’s authority. A suspension should be an educational process. It should teach accountability for actions and that there are consequences to poor choices. A suspension is also a method of bringing students, parents and school administration together to discuss the student’s needs.

**Suspension: Problems and possible solutions**

The disposition of the student while at home on suspension is the responsibility of the family. The effectiveness of the suspension rests with how the student and the parents view the suspended time. A student who is suspended may not participate in school activities/functions, return to school, or be on school premises until an administrator readmits him from the suspension, or it will be considered trespassing.

**Suspension: Due process requirements prior to suspension:**
1. The student must have had a reasonable opportunity to know the expectation for acceptable conduct in the school.
2. The student has the right to know the charges that are made against him/her and must be given a chance to explain the occurrence as he/she perceived it.
3. Parents/Guardians must be notified immediately of the suspension. They have a right to know the events that led to the suspension and the specific charges made against the student.
4. Suspended students will remain on the membership rolls and they must be counted as an excused absence during the period of suspension.
5. Under state law, suspended students have the opportunity to make up class work from suspension days for full credit.

**Suspension Alternative**

When it has been determined that a student shall be suspended for any period of time, the parent/guardian upon meeting with the administration and with the consent of the administration and policies, may be given the option of attending all classes with the student in lieu of excluding the student from school during the period of suspension. If this option is accepted, the parent or guardian must agree to attend all of the student’s classes with the student for each day of the suspension time. If the parent/guardian fails to attend a class period with the student, the student will be excluded from classes and return to home suspension for the duration of the suspension.

**Expulsion**

Expulsion is a more serious disciplinary action than suspension as it terminates a student’s attendance at school and school activities for the remainder of the quarter, semester or school year. Expulsion records are attached to the student’s permanent records. Safe School Policy indicates parameters of expulsion. If a student is expelled, educational responsibility lies with the parent. Any student involved in a matter that may require expulsion will be referred to the District’s Case Management Team.

**Due Process**

A student can, within 15 days of the date of notice of a suspension, grade, or citizenship grade, appeal the action. A written dated appeal shall be made to the person from whom the notice came. If an appeal is not made within the 15 days, the notice is final. The appeals hearings are as follows:
1. Within ten (10) calendar days a conference shall be held with the student, parent/guardian, administrator, and the necessary staff member(s). If the issue is not resolved, the matter will be referred to an appeals committee.
2. Within ten (10) calendar days after the conference, the appeals committee will review the complaint.
3. If the issue is not resolved, the Tooele County School District Grievance Procedure for Student Rights and Responsibilities will be sanctioned. The GHS Appeals Committee will consist of one Student Government Member, one Community Council Member, two teachers and one administrator selected by the principal.

**Custodial Rights of Parents**

If the custodial rights of parents are divided, it is the parent’s responsibility to notify the school as to who has access to the child and the school records. We will not be able to release
records to the non-custodial parent if the appropriate legal documentation is not on file in the main office and counselor’s office.

**Homebound for Health/Hospital/Accident**

Any student that is absent for reasons of health, accident or injury for more than ten (10) consecutive days is eligible for Homebound instruction. The school administration and or counselor can assist parents with proper documentation for Case Management to review and approve requests for Homebound instruction. If a student qualifies for homebound instruction, the parents should contact the counselor for information regarding the application process.

**Day-For-A-Day Policy**

When a student is absent, he/she will be given one day to make-up any missed work. This policy also includes school excused absences. The work is due according to the days absent. However, the student may hand in the work earlier if possible. It is the responsibility of the student to make certain that all missed work is made up and turned into the teacher on time. The student will not have points taken off of the assignment(s) because of the absence. If the student has work previously assigned before the absence, the work is due on the day the student returns to school. Example: Sally is absent on Monday. An assignment is due on Monday from a previous assignment. Sally is expected to complete the assignment the first day back in class.

**Checking Out During the School Day**

Once a student has arrived at school, it is imperative that the student checks out with the attendance secretary before leaving the school. If the student does not check out, the absence will be considered truant and cannot be cleared by a parent/guardian.

**Make-up Work Policy**

Students who are absent for any reason are missing valuable educational time. Every student is expected to make-up all work when absent. If a student is absent on a day when a test or assignment is due, that work is due on the day the student returns to class. Students will receive full credit for their make-up work for the following types of absences: 1) Excused absences 2) Participation in school activities 3) Suspension from school.

When a student reaches five absences in any one class for reasons other than school excused, every absence thereafter requires a doctor's excuse. Exceptions are counseling appointments, court appearances or emergency situations approved by the administration. Absences that are not covered with a doctor's excuse or approval of the principal, will be considered unexcused.

**Student Eligibility**

In order for students to maintain eligibility for the following activities or offices, they must maintain the following G.P.A.: 1) Student Officers--3.0, 2) Student Council Members, Cheerleaders--2.5, 3) All Other Extracurricular Activities--2.0
While each club or organization may have its own constitution and eligibility requirements, it should be remembered that the one constant factor which each student will be held accountable for is the number of classes failed.

Students must not have more than one "F" per quarter. Students who do receive more than one "F" will remain ineligible for one full quarter. The Board of Education and the Utah High School Activities requires students to maintain a 2.0 G.P.A. each quarter for eligibility. Students must meet the citizenship eligibility criteria each quarter.

All students who participate in Utah High School Activities are required to have a permission form signed by their parent, a physical examination form on file at the school, insurance coverage (provided by the parent or can be purchased through the school or provided through a family coverage plan) and pay the school board established participation fee.

**Late Night Activities**

Students arriving back to Grantsville High School on a school bus after 12:30 a.m. will be school excused for first period the day following the activity. Advisors/Coaches must notify the administration if this occurs. The teacher/advisor/coach will put a list of students in every mailbox the morning of the incident.

**GHS Dress Standards**

Tooele County School District (TCSD) is committed to provide a safe, wholesome, orderly, and positive environment conducive to teaching and learning for all students. The TCSD Board of Education recognizes that dress and grooming seriously affect the behavior of students attending school and may also impact sanitation, health, and safety conditions.

Students shall dress in a manner suitable to the day’s activities consistent with the standards of health, safety, and acceptable behavior. The student dress and grooming standards shall apply to all schools in the district and to both male and female students. The dress code also applies to students whether attending school or any school sponsored function or activity (as a participant or member of the audience).

1. Students’ clothing and jewelry must not present a health or safety hazard or distraction, which would disrupt the educational process or mission. Disruption is defined as reactions by other individual to the clothing or adornment, which cause the teacher/administrator to lose the attention of students, to modify or cease instructional activities, or to deal with student confrontations or complaints.
2. Items that disrupt the educational mission shall not be allowed. Personal items such as clothing, paraphernalia, jewelry, backpacks, fanny packs, gym bags, water bottles, etc., shall be free of writing, pictures, or any other insignias, which are crude, vulgar, profane, violent, or sexually suggestive.
3. Items which display advertising, promotions and likeness of tobacco, e-cigarettes, alcohol, or drugs or which are contrary to the educational mission, shall not be allowed.
4. All students shall maintain their hair, mustaches, sideburns, and beards in a clean, well-groomed manner. Hair which is so conspicuous, extreme, or odd that it may draw undue attention, disrupt or tends to disrupt or interfere with the learning atmosphere at the school shall not be allowed. Hair coloring is not prohibited; rather it should not detract from the purpose of 1) maintaining a safe school environment, and 2) prohibiting dress and grooming that causes actual disruptions to the learning environment or process.

5. Clothing, jewelry, accessories and piercings which are so conspicuous, extreme, or odd that they draw undue attention, disrupt or tends to disrupt or interfere with the learning atmosphere at the school shall not be allowed.

6. All students shall wear clean clothing. Students shall not wear clothes that are mutilated, cut off, overly distressed or “grungy/grubbies”, or immodest. No shorts or skirts above the knees are permitted unless leggings are worn. Such leggings may not be see-through.

7. Clothing that shows underwear is not permitted (i.e. sagging pants that reveal underwear, tops that reveal bra straps, etc.). Short shorts, mini skirts, bare midriffs, halter-tops, spaghetti straps, tank shirts, muscle shirts with enlarged holes, or similar revealing clothing is not permitted. Clothing must cover the midriff, underwear, majority of the back, and cleavage at all times (even when seated). This includes clothing that has holes or revealing modifications. School activity uniforms (i.e. singlets, spanks, cheer skirts, leotards, etc.) that do not meet these criteria are not appropriate for the school day and may only be worn during the approved activity. Such uniforms may be worn at school under team warm-ups or sweats.

8. Belts are to be worn at the waist and at correct length (i.e. not excessively long and hanging). Chains or other large metal accessories, which can present a safety risk, are not allowed.

9. Students shall comply with the laws that govern wearing of military uniforms and insignias.

10. Hats or head coverings of any kind are not allowed within the building except as part of an approved activity or for religious or medical purposes as authorized.

11. Immodest or suggestive clothing; apparel advocating illegal or inappropriate or offensive behavior or language; gang or gang–related apparel or symbols are strictly prohibited.

12. Tattoos and piercings are not specifically prohibited; rather, the policy is established around 1) maintaining a safe school environment, and 2) prohibiting dress and grooming that causes actual disruptions to the learning environment or process.

13. School officials may require or approve students to wear certain types of clothing for health or safety reasons in connection with certain specialized activities (i.e. welding gloves or jackets, helmets, safety glasses, etc.).

14. Shoes or sandals shall be worn at all times to ensure personal safety and hygiene. Students are encouraged to dress appropriately for weather and wear reasonable footwear for the activity and season.
15. Sunglasses will not be worn in the school building by anyone unless a physician has prescribed the glasses for eye damage. A doctor's note must be presented to the office requesting this allowance.
16. Reasonable accommodations may be made for students whose religious beliefs are substantially affected by dress code requirements.

_GHS Cowboys dress sharp, look sharp and act sharp!_

_A cut above the rest in every way!_

**GHS Dress Standards Enforcement**

Teachers and staff will conduct dress standard reviews as students enter each class and as they walk in the halls. If a student appears to be in noncompliance the student is sent to the office for a dress standard review by an administrator. If the administrator judges the student to be in noncompliance the student will be asked to correct the problem and be readmitted immediately to class.

Students who violate dress and grooming standards will be subject to student discipline. GHS compliance attire is available to loan to students who have violated the provisions of this policy. An offending student may be sent home until he or she complies with dress and grooming requirements and/or a parent conference conducted to address the dress and grooming issues.

**Consequences**

1. Shirt or pants. In the case of an inappropriate shirt or pants, the student will have the choice to wear a GHS Compliance Attire. If they refuse, the parents will be called. If they still refuse, they may receive a one-day suspension and will be sent home immediately.
2. If the issue is something else and can be corrected without sending the student home, it will be. If it cannot be resolved at school, the parents will be called and the student will be sent home.
3. If a student persists in disregarding the school dress standards, the parents will be notified and the student will be suspended until a meeting can be held with the student and his or her parents.
Dress Code at Grantsville High School

In a nutshell: Have sleeves and to the knees.

Here at GHS, we want to create a safe educational environment. *Dress for Success!*

School is a place for education and learning, your clothes should reflect this.

All rules apply to both boys and girls.

Any violations will result in wearing our "Hottest is Modest" clothing, Home to change or In School Suspension

Other consequences may occur as well
Safe Schools Issues

The Tooele County School district and school administration are under serious responsibility to provide a safe environment for all students to attend school and complete their education. Any activity or intent which threatens this in any way must be dealt with immediately. The goal of the Tooele County School district regarding school safety is to be proactive. The District will attempt to anticipate problems to ensure the safety of students, staff, the school, its facilities, and the community in general. All students will be required to sign a form indicating that the student and parents have received a copy of the Tooele School District Safe School Procedures.

This policy will be distributed at the beginning of each school year. School administration will provide immediate response to any report of a Safe School violation. Any students who serve as a threat to the safety of others will be removed immediately from the school. All Safe School Issues will be brought to the Tooele County School District Case Management Team for review to determine consequences and further action to allow students back into the schools. In order to assure the general public of our concern for the security of all students and staff and to create an environment free of intimidation and coercion, the following procedure prohibiting inappropriate behavior are incorporated immediately.

Alcohol, Tobacco and Drugs

Tooele School District prohibits any student use, possession, sale, distribution, or being under the influence of alcohol, controlled substances, imitation controlled substance, and/or drug paraphernalia. These policies and administrative procedures apply to actions of students during school hours, before and after school while on school property, while traveling in vehicles authorized by the school or district, at all school or district-sponsored events, and when the actions affect the mission or operation of the Tooele public schools.

Any medications must be administered through the school administration office. No medications may be kept in lockers for any reason. Any violation of the above may result in suspension according to Tooele Board Policy and referral to juvenile court.

Behavior Issues, Fights, Violence

Safety is a major priority of the staff of Grantsville High. Whether in the classroom, anywhere on campus, or when representing the student body of Grantsville High School, any behavior, which disrupts the educational process or atmosphere of the school, will be considered inappropriate.

Any acts of violence will result in immediate parental notification. The appropriate law enforcement will be notified. Students involved in fighting may be issued a ticket, referred to juvenile court and suspended from school.

If a problem is occurring, students are encouraged to “Seek Assistance” from an adult in the building. Any student involved in a fight will be sent home the day of the fight for safety reasons.
**Destruction of School Property**

Students who willfully destroy school property through vandalism, or carelessness will be financially responsible for the repair or replacement of the damaged property. The administration may elect to have the student complete school community service as part of the restitution. Law enforcement may be involved if deemed necessary by the administration. The student may also be referred to juvenile court for vandalism.

**Fire Alarms/Bomb Threats**

Falsely set fire alarms or bomb threats are not only a serious disruption of school, but they also present a danger to all students, faculty, and staff within the building. In addition, these issues are felony offenses. Grantsville High School takes a zero tolerance toward false fire alarms, bomb threats or the emergency fire equipment. Students engaged in such activity are subject to suspension and the filing of criminal charges.

**Hazing or Initiation**

Hazing is a criminal offense. Students are guilty of hazing when they intentionally or knowingly endanger the mental or physical safety of another, involve any type of brutality of a physical nature such as whipping, beating, branding, bruising, electric shaving, placing a harmful substance on the body or exposing another student to the elements, involve any activity where a student would be subject to extreme sleep deprivation, isolation from social conduct, extreme initiations, admission to or a condition of continued membership in a group or organization.

Students participating in hazing will be referred to the administration for investigation. Any violation of this policy could result in suspension, expulsion, alternative placement and other appropriate legal or school consequences.

**Gang Activity**

Gangs and gang activities detract from the educational goals, standards and expectations stated in the philosophy of Grantsville High School. Display of membership in gangs through clothing, hairstyles, jewelry, hats, symbols, insignias, behavior and chains are strictly prohibited. Any gang related activity will require that parents be notified and the proper law enforcement agency will be notified.

A gang is defined as a group of three or more individuals with a unique name. Identifiable marks of symbols who may claim a territory or turf, who associate on a regular basis and who engage in criminal or antisocial behavior. Gang activities are prohibited in school and at extracurricular or school related activities, as is the wearing of gang paraphernalia or apparel that identifies a student as a gang member.

Students aligning themselves with gangs or involved in gang activities may be suspended from school under provisions of the Tooele County Administrative Guidelines for school suspension. Also, gang paraphernalia or apparel will be confiscated by school officials and referred to the local police department.
Gun/Weapon Control

The Gun-Free School Zones Act prohibits the possession or discharge of a firearm on or within 1,000 feet of a school. Those convicted of a gun violation face either imprisonment for up to five years. Also prohibited is any object that can be used as a weapon to injure others.

In situations where school officials determine that objects may be used as weapons which pose a threat to staff or students, officials will: 1) confiscate the item; 2) notify proper law enforcement agencies; 3) suspend a student under provisions of the Tooele County Administrative Guidelines for School Suspension; 4) recommend an alternative instructional environment, such as home teaching, and; 5) press charges through juvenile court authorities. This includes any type of pocketknives, chains, laser pointers, or any item that can be used as a weapon.

Obscenities, Vulgarity, or Pornographic Materials

Obscene, vulgar, immoral, indecent acts whether in writing, pictures, gestures, or language are not the marks of good citizens representing Grantsville High School. Students found in violation of this offense will be warned the first time and suspended upon a second offense for two days. If the problem continues, other alternatives will be addressed. Parental notification will be issued upon the first offense and thereafter.

Search and Seizure

Administrators must only have REASONABLE SUSPICION to perform search of a student. School authorities are charged with protecting the health and safety of all students and staff. School authorities are responsible for promoting the effective operation of the school. The following Search and Seizure guidelines shall be observed to assure the privacy of individuals and the safety and the welfare of all students.
1. Students. A student shall be free from searches unless there is reasonable cause to believe that something is concealed that is illegal or may be of immediate danger to the student or to the other students or the staff. School officials may request a student to remove all items from pockets or other personal property.
2. Lockers. Lockers remain the property of the school and are provided to students for their convenience. Students should be aware their assigned locker will be jointly accessible to the student and the school officials and may be subject to search at the discretion of school officials.
3. Vehicles. School officials have the right and the duty to inspect any vehicle parked on the parking lot or premises of the school. If an official has reasonable cause to believe that the contents threaten to affect adversely the safety, health or welfare of students, or if they reasonably suspect drugs, weapons, illegal or prohibited matter, or stolen goods, a car may be searched.

Sexual Harassment Policy

In keeping with Federal EEO Guidelines, Grantsville High School strongly disapproves of any form of sexual advances, requests for sexual favors, and/or physical contact directed toward any employee, student, or visitor. Violations of this policy will result in immediate disciplinary action against the employee, student, or visitor engaging in such activity. Those who find they are victims of such behavior are encouraged to report it to the administration as soon as possible, or contact Tooele County School District Title IX Coordinator, 92 South
Lodestone Way, Tooele, Utah 84074, 833-1900. The officers at Grantsville High School are: Principal Kenna Aagard and Assistant Principals Mark Thornton & Luke Thomas.

Sexual harassment includes, but is not limited to the following:

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

Sexual harassment by students or staff must be reported to the administration. Parents of any students involved must be informed immediately. Following a thorough and fair investigation, students or staff members who have violated this policy may face: suspension, expulsion, alternative placement, or other appropriate legal or school consequences.

**Theft**

Students of Grantsville High School are expected to show respect for each other’s property and school equipment. Theft is a crime and will not be tolerated. Any incidence of theft will result in parental notification and suspension will be enforced. Reinstatement for loss will be required. The local law enforcement agency will become involved if deemed necessary by the administration.

**Trespass**

A person is guilty of a misdemeanor if he/she enters or remains on school property, without authorization, when notice against such entry or remaining has been given personally by a school official, or by signs posted to prevent trespassers or by a current order of suspension or expulsion.

Adults without lawful business on school premises will be instructed to leave by school officials. Similarly, students without lawful or educational business will be asked to leave as well. In the event that adults or students violate trespass laws or do not comply with the direct order of school officials to vacate said premises, school officials may: 1) notify proper law enforcement officials; 2) notify juvenile court officials; 3) recommend suspension, under provisions of the Tooele County Administrative Guidelines for School suspension, if students persist in defying the order to vacate school premises given directly by school personnel.
Emergency Procedures

When a school emergency or disaster situation occurs we want to be prepared. A school emergency response chart is posted in every classroom with directions for emergencies that may occur while school is in session. Students will review these procedures with the teacher during the first week of school. We will briefly cover important information for parents and students in this handbook. In case of major emergencies, parents can help us by not calling the school. The best way to gain information is by turning on radios or televisions to hear important broadcasted information. Parents need to establish a meeting place where students know to meet if a disaster occurs. The following procedures and codes will take place at Grantsville High School:

**Bomb Threats**

The administration will call 911 and the District Office immediately in the event of a bomb threat. An immediate "Lock Down" will be called. Teachers will scan their classrooms for any unusual item. The administration will determine when to exit the building. Fire Drill procedures will be used to exit the building. If a bomb goes off in the school, the "Lock Down - Shelter in Place" will be called. The GHS emergency team will go into action. Students will be moved outside of the building by a route that would avoid the emergency area. If a student is on their own, they need to be cautious and move carefully out of the building.

**Earthquakes**

At the first indication of ground shaking, crouch under a desk or table, tuck your head, and keep your hands on the side of your neck unless you need to hold on to the legs of the item you have shelter under. If no shelter is available, move to an inside wall facing away from hazard areas. Try to stay calm and listen for directions. Aftershocks are likely to occur within warning minutes after the earthquake. As you move out of a building be prepared to Drop and Cover if aftershocks occur. Move to the area your teacher designated as a meeting place.

**Fire Drills/Alarms**

A fire alarm will be sounded in the building. Students will move in an orderly fashion to the meeting areas outside of the building if in class. If the alarm sounds during lunch or passing time, the students will exit the building and meet in their 3rd or 7th period assigned areas. Students will remain with the teacher until a clearance is called over the intercom from the administration.

**Hazardous Release**

In case of a hazardous release event (chemical spill) near the school, a "Shelter in Place" will occur. All students and staff outside will quickly move indoors and all efforts will be made to stop outside air from entering the building. All procedures of a "Shelter In Place" will be followed.

**Power Failure**

All students and staff should stay in place. Everyone should wait for directions from the administration.
Relocation Centers

If the staff and students at Grantsville High School had to relocate because of an emergency, the Reunification sites will be:

1st Reunification Site: Grantsville Junior High School
2nd Reunification Site: LDS Chapel on Church Street

If we had a mass relocation, we would move to Deseret Peak Complex. In the event this happened, students would only be released to parents or persons identified on the student’s emergency release form.

Shelter in Place

If there is a disaster that warrants us staying in the school we will announce: “Shelter in Place.” Teachers will go to their doors and briefly check their hall to bring in any student or staff. Teachers will lock their doors and post the student/adult accountability form on the outside of the classroom door. Everyone will remain in the rooms until an announcement from the administration clears the "Shelter in Place Procedure."

Non-Discrimination and Equal Opportunity Statements

Non-discrimination Statement

The Tooele County School District, as a standing policy, does not discriminate against individuals because of race, color, religion, age, sex, national origin, disability, or status as disabled veteran.

This policy applies to all school programs and employment handled by the school district or through contractors, sub-contractors, or any other educational agency. Such discrimination is prohibited by Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, Sections 503 and 504 of the Vocational Rehabilitation Act of 1973, Age Discrimination Acts of 1974 and other Federal and State statutes and regulations.

Inquiries regarding the application of these laws and regulations, or grievance procedures to be followed in the event of a noncompliance, may be directed to the district’s Equal Employment Officer, District Assistant Superintendent, 92 South Lodestone Way, Tooele, Utah, 84074, or the Director Denver Regional Office for Civil Rights, U.S. Department of health, Education and Welfare.

Title VII Indian Education

The Title VII Indian Education program provides supplemental services to meet the culturally related academic need of American Indian/Alaskan Native Students. The program is federally funded through the Department of Education in Washington D.C. by a Formula Grant Program.

To enroll in the program students must be enrolled in one of the District’s Public Schools and Parents/Guardians must complete a 506 form. 506 forms are available in the school office or you can contact the Indian Education Office at 833-1915

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ADA Officer/504 Officer:
  Kenna Aagard, Principal
  884-4500

Sexual Harassment Officers:
  Kenna Aagard, Principal
  884-4500
  Doelene Pitt, Assistant Superintendent
  Tooele County School District
  833-1900

Indian Education:
  Kenna Aagard, Principal
  884-4500
  District Contact: Rae Garcia
  833-1900
  Doelene Pitt, Assistant Superintendent
  833-1900

ALS Information:
  Mark Thornton, Assistant Principal
  884-4500
  Home Liaison Contact: Adela Quinonez
  833-1900
  Doelene Pitt, Assistant Superintendent
  833-1900

Family Liaison Contact (Homeless Students)
  Lori Hemsley, 833-1900 (District Liaison)
  Kenna Aagard, Principal
  884-4500

School Lunchroom Manager Grantsville High:
  Kim Jorgenson
  884-4500
  Business Manager Lark Reynolds
  833-1900

Special Education Director:
  Mat Jackson
  833-1900

Title XII:
  Mary Ann Harrison, GHS
  884-4500