



Grand County School District

EACH STUDENT, EVERY DAY.

Grand County School District Board of Education

Board Work Session - Sep 09 2026

Wednesday, September 9, 2026

3:30 PM

In Attendance: Melissa Byrd, Kathy Williams, Dave Bierschied, Lauralee Green, Jenna Woodbury, Matthew Keyes (Superintendent), Jeri Hamilton (Business Administrator), NaShay Lange (Administrative Assistant)

Also in attendance: Tish Casper, Libby Bailey, Melissa Roy, Mikalyn Steinbrueck, Mel Dolphin, Jill Tatton, Holly Harris, Lindsay Down, Buffy Camps, Kari Barnard

Melissa Byrd called the meeting to order at 3:33 PM

Pledge of Allegiance led by: Kathy Williams

Mission Statement: *Our mission is to put each student first every day.* Read by: Jenna Woodbury

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1. Approval of Agenda

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[9.9.26 - Work Session Sign In Sheet.pdf](#)

Motion to approve the agenda.

Moved by: Dave Bierschied; seconded by: Jenna Woodbury

5-0 Passed

2. Items for Discussion

a. Extra curricular Salary Schedule

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Business Administrator, Jeri Hamilton, will discuss the salary schedule for extra curricular activity leaders and coaches.

[Activity Pay FY2027 COLA.pdf](#)

These amounts have been the exact same for at least the last six years. Surveys went around to BAs throughout the state. Our stipends came in about middle ground for other schools our sides.

Currently, math is about \$190k. The additional 1.5% would be about 2-3%, if the Board were to consider a 3% increase for these personnel due to not having increases in the last 6 years, the total would be about \$6k.

Melissa's questions - why were the coaches paid this amount? How many assistant coaches get paid.

Matt responds that pay may have had to do with gate fees/revenue from the sport.

Assistant Coaches would have to do with the number of players and the type of sport, etc.

This is a starting point to this conversation and looking at moving this into being put on a salary schedule. There is not a current proposal, but one would be looked at.

Melissa brings up sports that head coaches are paid at assistant coach rate, some sports have more than one assistant coach, then other sports have no assistant coaches at all. Jeri explains that this is something that would be reevaluated to determine what the needs really are.

Matt would recommend potentially offering a one time adjustment for this year as we are moving forward with trying to advance the stipend amounts for coaches and extra curricular activity leaders.

Move forward with getting a meeting on the books with Ron, Tish, Jeri, Matt, and two Board members (Dave has volunteered) to iron out details and work on steps for figuring out a better solution.

b. Board Site Visits Schedule

Attached is the scheduled for board site visits for the current school year. These have been added to the district calendar and board member calendar and program directors or principals have been invited/added to the events as appropriate.

[Schedule for School Year 26/27](#)

c. Work Session & Board Meeting Presentation Schedule

Attached is the schedule for work session and board meeting presentations. These presentations are fluid and can be changed. There are dates that are not filled in, with ideas presented at the bottom of the page. Contact with the outside community partners will be made once the Board agrees to the presenters they would like to hear from this school year.

[Schedule for School Year 26/27](#)

d. Policy Committee Report/Review/Discuss

The Policy Committee has reviewed the following committee and would like to bring them forward to the Board for review and discussion prior to moving forward with posting for public comment.

- [ECBB](#) Curriculum: Elective Instruction – Driver Education [ECBB(P)] - We use Option A
- [ECH](#) Curriculum: Sex Education [ECH(P)]

- [ECJ](#) Curriculum: Ethnic Studies
- [EFB](#) Grading: Testing Procedures and Standards
- [FBAB](#) Admission and Attendance: Military and DOD Civilian Children
- [FBAC](#) Admission and Attendance: Kindergarten
- [FBB](#) Admissions and Attendance: Compulsory Attendance
- [FDACE](#) Health Requirements and Services: Medical Recommendations by School Personnel to Parents
- [FGAD](#) Student Rights and Responsibilities: Bullying
- [FH](#) Student Discipline
- [FHA](#) Safe Schools
- [FHC](#) Notification from Juvenile Courts
- [FI](#) Student Fees Fines and Charges
- [FK](#) School Uniforms
- [GA](#) Public Information Program: Public Records
- [GAA](#) Government Data Privacy
- [GBA](#) Board of Education Hotline
- [GCA](#) Conduct on School Premises
- [GCD](#) Political Party Use of School Meeting Facilities
- [GE](#) School Community Councils
- [GJ](#) Child Sexual Abuse and Human Trafficking Prevention Education

Kathy - On Driver's Ed - ECBB(P) - Option A and with Canvas for the "Classroom Training" portion. We will need to clean up the policy to be what we want posted on the website for public comment.

Melissa - FI(P) was previously approved to add McKinney-Vento once. However, the new policy was found here and has the McKinney-Vento language three times, so Melissa recommends reposting this policy as a non-personalized policy for public comment again.

e. Cell Phone Policy

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Board will review GCSD Policy FGAB Student Conduct Policy: *Electronic Devices*.

[GCSD Policy FGAB - Redline](#) 

[GCSD Policy FGAB - Clean](#) 

Matt talks about this policy and the need to flush out some of the logistics. He explains that this policy will be a work in progress as we work out our details. He says there is no need to hold off on approving the policy since it is rule and law.

Lauralee - thinking of next year, would like to have a discussion about the idea of having a closed campus for 9th graders and potentially 10th graders and potentially not have their cell phones at lunch either. This may mean having separate lunch periods for underclassmen and upperclassmen.

Jenna - would like to see us just go bell to bell. She says that we have the legislation behind us. She thinks we are encouraging students to be on their phone while they eat.

Melissa argues that cell phones are a resource and she doesn't want to take that

away from the students.

Libby - there is rarely State guidance on our policies that have to do with our F-policies. The State allows the LEAs to come up with the protocols/trainings for the things they want the LEAs to implement.

Lauralee says that her philosophy is always to set students up for success. So while she is pro total cell phone ban, she understands that it is important to roll things out slowly and so maybe we start with the open lunch time for the high school this time and then we reevaluate next year.

Melissa remarks that it is insane to her that we have our students use so much technology to do their school work and then say but you can't use your cell phone. So we are saying this technology is okay, but this one isn't.

Libby brings up the behavioral consequences of just going cold turkey. We need to look at students and cell phones as you would a real addiction such as cigarettes. We need to make sure that we are using Multi Tiered Systems of Support in order to support our students through this.

f. Bullying Policy

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Board will review the USBA Draft Model Policy FGAD Student Rights and Responsibilities: *Bullying, Cyber-bullying, Hazing, and Abusive Conduct*.

[GCSD Policy FGAD - Draft Clean](#) 

[GCSD Policy FGAD - Draft Redline](#) 

[GCSD Bullying Incident Report Draft](#) 

Libby reports to the Board that she, Kari, Tish attended a conference over the summer. From that conference, this document above came to fruition. The first 3 pages are from the *Bullying Incident Report* document attached above are described in detail - these are pages that will be completed with two individuals. Then USBE dropped about four different tool kits. This is modeled after CSTAG. The packet leads you through the process of what you need to do and let's the person completing the form know when you no longer need to continue (determined by the nature of bullying). When you get to the point of action plans, you will notice that there are no options for in school or in home suspension. That is because there are other options that will be utilized. The LEA will investigate every accusation, however, not every situation will fall under the definition of bullying even if it is mean, hurtful, wrong, etc. When an investigation is closed, both parties will be contacted and given resources. The reports can lead to involvement with police and depending on the situation it could be a dual investigation (law enforcement and Title IX, etc).

g. Preliminary Audit Report

Jeri gave a quick update on how things went when the auditors from Squire and Company were here.

Kyle, Tanner and Ryan were here a couple of weeks ago. Jeri thinks that the audit was

relatively quiet. They were very busy auditing bullying reports. They looked closely at at-risk youth, the Child Nutrition Program and Special Education.

A grant was missed, so there are a few things that need to be followed up on. Jeri and Kyle continue to email back and forth as the auditors are back at their offices working through the audit.

The auditors will be back in November to present the final report.

Preliminarily - there are no findings or exceptions.

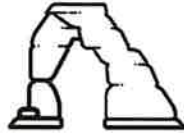
Dave adds that one of the things that they are making sure of is that the Board is following the agendas as they are written and that they are not going off base with the discussions that are being had. Matt added that he doesn't believe this is something that is being done specifically to target school districts but rather the state as a whole because other boards are not following their agendas.

3. Adjournment

Motion to adjourn the meeting.

Moved by: Dave Bierschied; seconded by: Kathy Williams

Meeting adjourned at 5:11 pm.



Grand County School District

EACH STUDENT, EVERY DAY.

Board Work Session Sign-in

9/9/2026

Please **PRINT** your name. Continue on the back if you run out of space.

Tish Casper	
Jill Tatton	
Melissa Ray	
Mikalya Steinbrueck	
Holly Harris	
B. Camps	
L. Dowd	
Libby Bailey	

Thank you,

Grand County School District

Grand County School District
Extra Curricular/Substitute Pay Schedule

High School Activity:	Stipend	Name of Individual	1st Half		2 Half		3%	3% COLA Increase
			Date Submitted	Paid Date	Date Submitted	Paid Date		
Baseball Coach	\$ 4,366.00	Wylson Lamb	\$ 2,183.00	4/20/2026	\$ 2,183.00	5/20/2026	\$	130.98 \$ 4,496.98
Asst. Baseball Coach	\$ 2,620.00	Kyle Sutton	\$ 1,310.00	4/20/2026	\$ 1,310.00	5/20/2026	\$	78.60 \$ 2,698.60
Basketball Coach	\$ 4,366.00	Ben Byrd	\$ 2,183.00	12/20/2025	\$ 2,183.00	2/20/2026	\$	130.98 \$ 4,496.98
Asst. Basketball Coach	\$ 2,620.00	Chris Parrilli	\$ 1,310.00	12/20/2025	\$ 1,310.00	2/20/2026	\$	78.60 \$ 2,698.60
Girls Basketball Coach	\$ 4,366.00	Drew Birdwell	\$ 2,183.00	12/20/2025	\$ 2,183.00	2/20/2026	\$	130.98 \$ 4,496.98
Asst. Girls Basketball Coach	\$ 2,620.00	Kenneth Williams	\$ 1,310.00	12/20/2025	\$ 1,310.00	2/20/2026	\$	78.60 \$ 2,698.60
Cheer Advisor	\$ 5,239.00	Adriene Moore	\$ 2,619.50	12/20/2025	\$ 2,619.50	2/20/2026	\$	157.17 \$ 5,396.17
Color Guard Advisor	\$ 874.00	Chelsea Jensen	\$ 874.00	10/20/2025			\$	26.22 \$ 900.22
Drama	\$ 4,366.00	Maralee Francis	\$ 2,183.00	12/20/2025	\$ 2,183.00	5/20/2026	\$	130.98 \$ 4,496.98
Drill Advisor	\$ 5,239.00	Amy Meador	\$ 2,619.50	12/20/2025	\$ 2,619.50	2/20/2026	\$	157.17 \$ 5,396.17
Asst. Drill Advisor	\$ 2,620.00	Landon Walker	\$ 1,310.00	12/20/2025	\$ 1,310.00	2/20/2026	\$	78.60 \$ 2,698.60
Football Coach	\$ 4,366.00	Keith Hill	\$ 2,183.00	10/20/2025	\$ 2,183.00	11/20/2025	\$	130.98 \$ 4,496.98
Asst Football Coach (JV)	\$ 2,620.00	Rye Adams	\$ 1,310.00	10/20/2025	\$ 1,310.00	11/20/2025	\$	78.60 \$ 2,698.60
Asst Football Coach Freshman	\$ 2,620.00	Jimmy Walling	\$ 1,310.00	10/20/2025	\$ 1,310.00	11/20/2025	\$	78.60 \$ 2,698.60
Freshman Advisor	\$ 874.00	Maralee Francis	\$ 437.00	12/20/2025	\$ 437.00	5/20/2026	\$	26.22 \$ 900.22
Girls Golf Coach	\$ 2,620.00	Brian Penner	\$ 1,310.00	4/20/2026	\$ 1,310.00	5/20/2026	\$	78.60 \$ 2,698.60
Boys Golf Coach	\$ 2,620.00	Robbie Jones	\$ 2,620.00	10/20/2025			\$	78.60 \$ 2,698.60
Honor Society	\$ 1,310.00	Jessica Manderfield	\$ 655.00	12/20/2025	\$ 655.00	5/20/2026	\$	39.30 \$ 1,349.30
Junior Advisor	\$ 2,620.00	Lindsay Dowd	\$ 1,310.00	12/20/2025	\$ 1,310.00	5/20/2026	\$	78.60 \$ 2,698.60
Music Director	\$ 4,366.00	Josh Jensen	\$ 2,183.00	10/20/2025	\$ 2,183.00	5/20/2026	\$	130.98 \$ 4,496.98
Quiz Bowl Advisor	\$ 874.00	Hannah Wilkowske	\$ 437.00	12/20/2025	\$ 437.00	5/20/2026	\$	26.22 \$ 900.22
Senior Advisor	\$ 2,620.00	Jacob Francis	\$ 1,310.00	12/20/2025	\$ 1,310.00	5/20/2026	\$	78.60 \$ 2,698.60
Girls Soccer Coach	\$ 4,366.00	Laura Reed	\$ 2,183.00	10/20/2025	\$ 2,183.00	11/20/2025	\$	130.98 \$ 4,496.98
Girls Asst. Soccer Coach	\$ 2,620.00						\$	78.60 \$ 2,698.60
Boys Soccer Coach	\$ 4,366.00	Laura Reed	\$ 2,183.00	4/20/2026	\$ 2,183.00	5/20/2026	\$	130.98 \$ 4,496.98
Boys Asst. Soccer Coach	\$ 2,620.00						\$	78.60 \$ 2,698.60
Softball Coach	\$ 4,366.00	Stephanie Cluff	\$ 2,183.00	4/20/2026	\$ 2,183.00	5/20/2026	\$	130.98 \$ 4,496.98
Asst Softball Coach	\$ 2,620.00	Kebin Bowden	\$ 1,310.00	4/20/2026	\$ 1,310.00	5/20/2026	\$	78.60 \$ 2,698.60
Sophomore Advisor	\$ 874.00	Catherine Moore	\$ 437.00	12/20/2025	\$ 437.00	5/20/2026	\$	26.22 \$ 900.22
Speech/Debate	\$ 4,366.00	James Ritchy	\$ 2,183.00	12/20/2025	\$ 2,183.00	3/20/2026	\$	130.98 \$ 4,496.98
Asst Speech/Debate	\$ 2,620.00	Sarah Fraiser	\$ 1,310.00	12/20/2025	\$ 1,310.00	3/20/2026	\$	78.60 \$ 2,698.60
Sterling Scholar	\$ 2,620.00	Arita Graham	\$ 1,310.00	12/20/2026	\$ 1,310.00	5/20/2026	\$	78.60 \$ 2,698.60
Student Council	\$ 4,366.00	Maralee Francis	\$ 2,183.00	1/20/2026			\$	130.98 \$ 4,496.98
Girls Swimming Coach	\$ 4,366.00	Wendy Young - only 50% stipend	\$ 1,091.50	12/20/2025	\$ 1,091.50	2/20/2026	\$	130.98 \$ 4,496.98
Girls Asst. Swimming Coach	\$ 2,620.00	Sam Bagge	\$ 1,310.00	12/20/2025	\$ 1,310.00	2/20/2026	\$	78.60 \$ 2,698.60
Boys Swimming Coach	\$ 4,366.00	Wendy Young	\$ 2,183.00	12/20/2025	\$ 2,183.00	2/20/2026	\$	130.98 \$ 4,496.98
Boys Asst. Swimming Coach	\$ 2,620.00						\$	78.60 \$ 2,698.60
Girls Tennis Coach	\$ 2,620.00	Brian Ballard	\$ 2,620.00	10/20/2025			\$	78.60 \$ 2,698.60
Boys Tennis Coach	\$ 2,620.00	Clark Maughan	\$ 1,310.00	4/20/2026	\$ 1,310.00	5/20/2026	\$	78.60 \$ 2,698.60
Girls Track Coach	\$ 4,366.00	Maddie Francis	\$ 2,183.00	4/20/2026	\$ 2,183.00	5/20/2026	\$	130.98 \$ 4,496.98
Boys Track Coach	\$ 4,366.00	Jacob Francis	\$ 2,183.00	4/20/2026	\$ 2,183.00	5/20/2026	\$	130.98 \$ 4,496.98
Asst Track Coach	\$ 2,620.00	Andy Bathemes	\$ 1,310.00	4/20/2026	\$ 1,310.00	5/20/2026	\$	78.60 \$ 2,698.60
Asst Track Coach	\$ 2,620.00	Shelley Kaprick	\$ 1,310.00	4/20/2026	\$ 1,310.00	5/20/2026	\$	78.60 \$ 2,698.60
Volleyball Coach	\$ 4,366.00	Brittney Melton	\$ 2,183.00	10/20/2025	\$ 2,183.00	11/20/2025	\$	130.98 \$ 4,496.98
Asst Volleyball Coach	\$ 2,620.00	Torrie Guerrero	\$ 1,310.00	10/20/2025	\$ 1,310.00	11/20/2025	\$	78.60 \$ 2,698.60
Weight Room Advisor	\$ 874.00						\$	26.22 \$ 900.22
Wrestling Coach	\$ 4,366.00	Kayden Robertson	\$ 2,183.00	12/20/2025	\$ 2,183.00	2/20/2026	\$	130.98 \$ 4,496.98
Asst Wrestling Coach	\$ 2,620.00	Lloyd Wilson	\$ 1,310.00	12/20/2025	\$ 1,310.00	2/20/2026	\$	78.60 \$ 2,698.60
Girls X Country Coach	\$ 2,620.00	Maddie Francis	\$ 1,310.00	10/20/2025	\$ 1,310.00	11/20/2025	\$	78.60 \$ 2,698.60
Girls Asst X Country Coach	\$ 1,747.00	Shelley Kasprick	\$ 873.50	10/20/2025	\$ 873.50	11/20/2025	\$	52.41 \$ 1,799.41
Boys X Country Coach	\$ 2,620.00	Jacob Francis	\$ 2,620.00	10/20/2025			\$	78.60 \$ 2,698.60
Boys Asst X Country Coach	\$ 1,747.00	Maralee Francis	\$ 1,747.00	10/20/2025			\$	52.41 \$ 1,799.41
Yearbook	\$ 874.00	Catherine Moore	\$ 437.00	12/20/2025	\$ 437.00	5/20/2026	\$	26.22 \$ 900.22
Totals	\$ 160,248.00						\$	4,807.44 \$ 165,055.44
1.50%	\$ 2,403.72							

Student Conduct Policy: *Electronic Devices*

[Note that ~~while a school board is required to direct development of the required electronic device~~~~before an~~ acceptable use policy, ~~before the policy~~ is adopted or revised, a school board must provide reasonable public notice and must hold at least one public meeting or hearing regarding the policy. (Utah Code § 53G-7-1002, Utah Code § 53G-7-1003(2); Utah Admin. Rules R277-495-3(6) (October 8, 2024~~5~~)). In addition, school boards are required to encourage schools to involve teachers, parents, students, school employees and community members in developing local school policies. (Utah Admin. Rules R277-495-3(3) (October 8, 2024~~5~~)). Moreover, school community councils are to make recommendations regarding safe technology use and digital citizenship. (Utah Code § 53G-7-1202(3)(a)(ii)(D)). Therefore, this model policy may be used as a framework but should not be adopted without meeting the public notice and hearing requirements and the form of the adopted policy should reflect the input from the various groups identified.]

Purpose—

While in some instances the possession and use of electronic devices by a student at a school may be appropriate, often the possession and use of such devices or objects by students at school can have the effect of distracting, disrupting and intimidating others in the school setting and leading to opportunities for academic dishonesty and other disruptions of the educational process. The purpose of this policy is to vest in school administrators authority to enforce reasonable rules relating to such objects or devices in the public schools. Some electronic devices used by students may be owned by the District or by a District educational service provider and provided to students for their use. This policy also addresses standards for student use of such District-~~owned~~provided devices.

Utah Code § 53G-7-1002 (2018)

Utah Admin. Rules R277-495-3 (October 8, 2024~~5~~)

Effective Date—

This policy is effective as of September 16, 2026_____. The Board of Education will review this policy at least every three years. This policy was last reviewed by the Board on August 26, 2026_____.

Utah Code § 53G-7-1003(2)(a) (2026)

Definitions—

1. ~~“School Classroom hours” means the time during which a student receives scheduled, teacher-supervised instruction that occurs:~~
 - a. ~~in a classroom setting (either physical or virtual),~~
 - b. ~~during regular school operating hours, and~~

~~1. as part of an approved educational curriculum from the beginning of the school day, as designated by the school's bell schedule, until the end of the school day, as designated by the school's bell schedule, including all instructional time, lunch periods, recess, and transition times between classes.~~

~~2. Utah Code § 53G-7-227(1)(ed) (2025) 2026~~

~~a.2. "Non-instructional time" means~~

~~"Classroom hours" does not include:~~

- ~~a. Lunch periods;~~
- ~~b. Recess; and~~
- ~~c. Transit time between classes;~~
- ~~d. Study halls (unless directly supervised by a qualified instructor);~~
- ~~e. After-school activities unless part of an approved extended learning program; or~~
- ~~f.c. Independent study time occurring outside of scheduled instruction.~~

~~Utah Code § 53G-7-227(1)(c) (2025)~~

3. "Cellphone" means:

- a. A smartphone, a feature phone, a mobile phone, a satellite phone, or a personal digital assistant that incorporates capabilities similar to a smartphone, feature phone, mobile phone, or satellite phone;
- b. A smart watch, as defined below; or
- c. Emerging technology, as defined below.

Utah Code § 53G-7-227(1)(ab) (2025) 2026

4. "Smart watch" means a wearable computing device that closely resembles a wristwatch or other time-keeping device with the capability to act in place of or as an extension of an individual's cellphone. It does not include a wearable device that can only tell time, monitor an individual's health informatics, receive and display notifications or information without the capability to respond, or track the individual's location.

Utah Code § 53G-7-227(1)(e), (f) (2025) 2026

5. "AI glasses" means wearable eyewear, whether prescription or non-prescription, that:

- a. Incorporates one or more sensors, including cameras, microphones, accelerometers, gyroscopes, or biometric sensors;

- b. uses artificial intelligence, machine learning algorithms, or neural networks to process, analyze, or interpret data captured by the sensors in real-time or near real-time;
- c. provides information, overlays, translations, identification, or other augmented content to the wearer through visual displays, audio output, or haptic feedback; and
- d. may transmit, store, or share data to external devices, networks, or cloud-based services.

Utah Code § 53G-7-227(1)(a)(i) (2026)

6. “AI glasses” does not include:

- a. prescription eyeglasses or sunglasses without electronic components;
- b. wearable devices used solely for reading glasses or vision correction without data collection or processing capabilities;
- c. protective eyewear that contains only passive sensors without artificial intelligence processing capabilities; or
- d. virtual reality headsets designed primarily for immersive gaming or entertainment that are not suitable for continuous wear in public settings.

Utah Code § 53G-7-227(1)(a)(ii) (2026)

~~5-7.~~ “Emerging technology” means any device that has or will be able to act in place of or as an extension of an individual’s cellphone. It does not include devices provided or required by the school.

Utah Code § 53G-7-227(1)(dc) (20252026)

~~6-8.~~ “Electronic device” means a cellphone and any other kind of device that is used for audio, video, or text communication or any other type of computer or computer-like instrument.

Utah Admin. Rules R277-495-2(23) (October 8, 20245)

Utah Admin. Rules R277-495-4(1)(a) (October 8, 20245)

~~7-9.~~ “District-~~owned~~provided electronic device” means an electronic device which is identified as being owned, provided, issued, or lent to a student by the District or a District educational service provider.

Utah Admin. Rules R277-495-2(2), (67) (October 8, 20245)

~~8-10.~~ “Guest” means an individual who is not a student, employee, or designated volunteer of the District who is on school property or at the site of a school-sponsored activity or event.

Utah Admin. Rules R277-495-2(3) (October 8, 20245)

~~9-11.~~ “Inappropriate matter” means pornographic or indecent material as defined in Utah Code § 76-5c-208(1)(a)(iii) and Utah Code § 53G-10-103.

Utah Admin. Rules R277-495-2(45) (October 8, 20245)

~~10.12.~~ 12. Individualized suspicion

- a. Information that an individual has violated a policy;
- b. This is generally required for a constitutional search (including a search of personal belongings);
- c. Exceptions are possible when the privacy interests implicated by a search are minimal and where other safeguards are available;
- d. This standard is not as exacting in the public school setting as in criminal law.

~~11.13.~~ 13. “Medical necessity” means:

- a. A student’s illness, with or without a health care professional’s documentation; or
- b. A student’s recurring illness or medical problem(s).

~~12.14.~~ 14. Parent

- a. The person(s) who has legal responsibility for the student’s education.

15. “Parent-accessible monitoring system” means a technology platform that enables a parent to review the activity of the parent’s student on school-managed devices.

Utah Code § 53G-7-1003(1)(a) (2026)

16. “Preapproved content filtering system” means a method of internet access control that permits use only of the websites or online resources the school approves.

Utah Code § 53G-7-1003(1)(c) (2026)

~~13.17.~~ 17. Reasonable suspicion

- a. Reasonable suspicion need not be based on a single factor, but can be based on the totality of the circumstances;
- b. It can be based on the aggregate effect of all information available at the time of a search;
- c. It does not require absolute certainty, but only “sufficient probability,” the sort of common-sense conclusion about human behavior upon which practical people are entitled to rely.

Use of District-~~Owned~~Provided Electronic Devices—

District-~~owned~~provided electronic devices must be used in accordance with the specific rules and conditions related to the issuance of the device to the student, including rules on care and maintenance of the device, any restrictions on personal uses of the device, and rules relating to installation or use of software on the device. Students may not use any District-~~owned~~provided electronic device or equipment provided through a District educational service provider to access inappropriate

matter, nor may students use any District-~~owned~~provided electronic device to hack (obtain unauthorized access or interfere in any way with) any network or any electronic device. Students may not use any District-~~owned~~provided electronic device in any way that significantly impairs academic excellence. Students may not use any District-~~owned~~provided electronic device in ways that bully, humiliate, harass, or intimidate school-related individuals, including students, employees, or guests. Regardless of location, use of District-~~owned~~provided electronic devices must comply with Policy EEB (regarding internet use), Policy FGAD (regarding bullying, cyberbullying, and hazing), and other student conduct policies.

[Utah Code § 53G-7-1003\(3\) \(2026\)](#)

[Utah Admin. Rules R277-495-4\(1\)\(b\), \(c\), \(e\) \(October 8, 2024\)](#)

District-~~owned~~provided electronic devices are the responsibility of the students to whom they are issued, both with respect to loss or damage of the device and with respect to misuse of the device. When the recipient student allows another to use a District-~~owned~~provided electronic device, the recipient student is jointly responsible for any misuse of the device.

[Utah Admin. Rules R277-495-4\(2\)\(d\) \(October 8, 2024\)](#)

Students have no expectation of privacy regarding the contents or use of District-owned electronic devices. The devices shall have filtering software or other restrictions in place to prevent students from accessing inappropriate matter. However, the failure of such filtering software or mechanisms does not prevent a student from being disciplined for accessing inappropriate matter. Teachers or administrators may directly or remotely view, control, search, or otherwise access District-~~owned~~provided electronic devices_ at any time. Each student's parent may review the student's activity on District-provided electronic devices through a parent-accessible monitoring system. Upon request of a student's parent, the student's use of a District-provided electronic device will be subject to use of a preapproved content filtering system.

[Utah Admin. Rules R277-495-4\(1\)\(c\) \(October 8, 2024\)](#)

[Utah Code § 53G-7-1002 \(2018\)](#)

[Utah Code § 53G-7-1003\(3\) \(2026\)](#)

District-~~owned~~provided electronic devices remain the property of the District or of the educational service provider. Use of a District-~~owned~~provided electronic device in violation of any District policy may result in the device being confiscated from the student, which may result in missed assignments, inability to complete required assessments, and possible loss of credit or academic grade consequences, in addition to any other appropriate disciplinary sanctions.

[Utah Admin. Rules R277-495-4\(2\)\(b\), \(5\)\(c\) \(October 8, 2024\)](#)

Student Use of Cellphones and AI Glasses—

Students may not use cellphones during classroom-school hours except under the specific circumstances outlined in the following sections. Students may not use AI glasses during school hours under any circumstances.

1. Students may have cellphones in their possession during classroom-school hours.
2. Cellphones must remain out of sight during classroom-school hours AND be turned off.
3. A cellphone may be confiscated if a student uses it during classroom-school hours.
4. Confiscated cellphones may be retrieved by individuals designated by the school. Students may also be subject to school discipline.
5. A school shall, by written policy, establish a warning schedule for student violations which all school employees shall follow.
6. Student cellphones inappropriately used or disclosed may be subject to search by school administrators based on reasonable suspicion.

[Utah Code § 53G-7-227\(32\) \(20252026\)](#)

[Utah Admin. Rules R277-495-4\(2\)\(b\), \(5\)\(c\) \(October 8, 20245\)](#)

Students may use cellphones during classroom-school hours as follows:

1. To address a medical necessity.
2. As provided in the student's IEP or Section 504 accommodation plan.
3. To use the SafeUT Crisis Line.
4. To respond to an imminent threat to the health or safety of an individual.
5. To respond to a school-wide emergency.

5.6. [Students enrolled in 9th – 12th grades may use cellphones during the established lunch period as determined by the bell schedule.](#)

[Utah Code § 53G-7-227\(23\)\(a\)\(i\) \(20252026\)](#)

[Utah Code § 53G-17-120253H-4-210 \(20242026\)](#)

[Utah Admin. Rules R277-495-4\(5\)\(d\) \(October 8, 20245\)](#)

A student may briefly use a cellphone during non-instructional time in a specified area designated by the school for such use if the student's parent has requested that the student be permitted to do so.

[Utah Code § 53G-7-227\(3\)\(a\)\(ii\)\(B\) \(2026\)](#)

General Standards for Student Use of Electronic Devices—

Students may not use any electronic device to access inappropriate matter while on school property or while using District connectivity or while using equipment provided by a District educational service provider. Students may not use any electronic device to hack (obtain unauthorized access or interfere in any way with)

any school network or any District electronic device or electronic device of a person associated with the school. Students may not use any electronic device in ways that bully, humiliate, harass, or intimidate school-related individuals, including students, employees, or guests. Use of student electronic devices at school must comply with Policy EEB (regarding internet use). Regardless of location, use of student electronic devices must comply with Policy FGAD (regarding bullying, cyberbullying, and hazing), and other student conduct policies. Misuse of student electronic devices in a manner that causes disruption at school or school-sponsored activities, programs, or events may result in discipline under the school disciplinary policies (including where warranted suspension or expulsion) and may result in notification to law enforcement authorities.

[Utah Code § 53G-7-1002 \(2018\)](#)

[Utah Admin. Rules R277-495-4\(1\)\(c\), \(2\)\(b\), \(f\) \(October 8, 2024\)](#)

Use of a student electronic device in violation of this or other District policies may result in confiscation of the device as provided herein, may result in the school contacting a parent to address the violation, and may result in such other disciplinary sanctions as provided for under this or other student conduct policies. In addition, where such use is in violation or believed to be in violation of an applicable law, regulation, or ordinance, school administrators or teachers may notify law enforcement or other appropriate authorities and the student may be subject to criminal or other penalties provided by law.

[Utah Admin. Rules R277-495-4\(2\)\(c\), \(e\) \(October 8, 2024\)](#)

Students may not be required to use a privately owned electronic device to complete course work.

[Utah Admin. Rules R277-495-4\(2\)\(g\) \(October 8, 2024\)](#)

Consequences for Violation of Policy—

Students will receive one warning prior to discipline for violation of this policy, as determined by the school.

Designated individuals, upon identification, may retrieve their student's electronic device during school hours or by appointment.

A school may impose other consequences for a student's violation of the electronic device policy only following notice of such policy to the school community. Such penalties are not exhaustive, and more than one penalty may be imposed, if warranted. Such penalties may include:

1. loss of electronic device privileges
2. disciplinary letter
3. in-school suspension
4. suspension
5. loss of extracurricular or honor privileges or recognition

If students are defiant and will not cooperate with school administrators and/or will not surrender electronic device(s), the designated school administrator may take appropriate action for the safety and well-being of the student and other students or employees at the school. The school principal or designee shall notify a parent immediately of additional penalties.

[Utah Admin. Rules R277-495-4\(2\)\(b\), \(c\), \(5\)\(c\) \(October 8, 2024\)](#)

Reporting misuse of electronic devices—

Students should report any misuse of electronic devices by an employee to the principal or other appropriate administrator. Students should report misuse of electronic devices by other students to a teacher or an administrator. Misuse of electronic devices by guests should be reported to the principal or other appropriate administrator.

[Utah Admin. Rules R277-495-4\(5\)\(b\) \(October 8, 2024\)](#)

Training—

Each school shall, within the first 45 days of each school year, provide school-wide or in-classroom training to students that covers:

1. The District's internet and electronic device policies (Policies FGAB and EEB);
2. The importance of digital citizenship;
3. The District and school's student conduct and discipline policies;
4. The benefits of connecting to the internet and using the school's internet filters while on school premises; and
5. The discipline related consequences of violating internet and electronic device policies.

[Utah Admin. Rules R277-495-5 \(October 8, 2024\)](#)

Notice to Students and Parents of Policy—

Notice of availability of this policy will be posted in a conspicuous place in each school. A copy of this policy shall be made available in printed form at the District offices and a copy of this policy or a clear electronic link to this policy shall be made available on the District's web site. Individual school policies shall be made available in printed form at the school offices and a copy of those policies or a clear electronic link to those policies shall be made available on the school's web site. Parents and students shall receive annual written notice of District and school electronic device policies, which may be satisfied by the website posting, publishing the policy in a school handbook or directory, sending the policy to the student's home or any other reasonable means.

[Utah Code § 53G-7-1003\(3\) \(2026\)](#)

[Utah Admin. Rules R277-495-3\(4\), \(5\) \(October 8, 2024\)](#)

Parents and students shall receive notice of changes in District or school electronic device policies in a timely manner and through reasonable means.

A copy of the most current policy shall always be available in the main office of the school and shall be posted online on the school website, if a school has a website.

Schools may require that parents return a copy of the policy with signature indicating that parents have had access to the policy.

Information to parents should include exceptions to the policy and potential consequences for students. Information to parents shall provide clear information of how best to contact students during school hours or activities, in lieu of immediate contact by electronic device.

Students and parents shall be notified that law enforcement may be contacted, at school's discretion, if circumstances warrant such contact.

Complaints about this policy, enforcement of this policy, or observed behavior may be addressed through bringing the complaint to a school administrator and through the other procedures outlined in Policy GB, Public Complaints.

Utah Code § 53G-7-1003(3)(f) (2026)

Confiscated Student Electronic Devices—

Only licensed school personnel (unless other employees are specifically identified in policy) may confiscate student electronic devices. Licensed school employees are discouraged from searching or reviewing material or numbers stored on student electronic devices except with reasonable suspicion that would warrant a search. Licensed school employees may search an electronic device based on their reasonable suspicion that the student has violated this policy or another District policy. To the extent justified by the nature of the violation for which the reasonable suspicion exists, the search may include text messages, photo files, and calls (recent, missed, or dialed).

Schools will do their best to guard and protect confiscated student electronic devices, but are not responsible for loss, damage, theft.

Schools will make a good faith effort to notify parent(s) or designated individuals that a student's electronic device is in the school's possession and, time and resources permitting, will maintain possession of such devices until the end of the school year, at which time the school may dispose of the device. Prior to disposal of devices, schools shall attempt to clear all personal data.

Other Provisions—

Picture taking or video or audio recording by students is strictly forbidden in school or school activity private areas, such as locker rooms, counseling sessions, washrooms, and dressing areas. Students are further prohibited from using electronic devices to transmit any such recordings. Students are prohibited from

using electronic devices in any way which would cause invasions of the reasonable privacy expectations of students or school staff or guest.

[Utah Admin. Rules R277-495-4\(5\)\(a\) \(October 8, 2024\)](#)

Students bring their electronic devices on school property or to school activities at their own risk. The school is not responsible for lost, stolen or damaged student electronic devices.

Students are strictly responsible for their own electronic devices. If devices are borrowed or taken and misused by non-owners, device owners are jointly responsible for the misuse of the device and policy violation(s) committed with the device.

Students and parents should be informed and understand that confiscated electronic devices may be subject to search by school officials.

A student's penalties for violation(s) of an electronic device policy provision may vary depending upon the intentional nature of the violation, other disciplinary actions the student may have received and specific circumstances of the violation.

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Student Conduct Policy: *Electronic Devices*

Purpose—

While in some instances the possession and use of electronic devices by a student at a school may be appropriate, often the possession and use of such devices or objects by students at school can have the effect of distracting, disrupting and intimidating others in the school setting and leading to opportunities for academic dishonesty and other disruptions of the educational process. The purpose of this policy is to vest in school administrators authority to enforce reasonable rules relating to such objects or devices in the public schools. Some electronic devices used by students may be owned by the District or by a District educational service provider and provided to students for their use. This policy also addresses standards for student use of such District-provided devices.

[Utah Code § 53G-7-1002 \(2018\)](#)

[Utah Admin. Rules R277-495-3 \(October 8, 2025\)](#)

Effective Date—

This policy is effective as of September 16, 2026. The Board of Education will review this policy at least every three years. This policy was last reviewed by the Board on August 26, 2026.

[Utah Code § 53G-7-1003\(2\)\(a\) \(2026\)](#)

Definitions—

1. "School hours" means the time from the beginning of the school day, as designated by the school's bell schedule, until the end of the school day, as designated by the school's bell schedule, including all instructional time, lunch periods, recess, and transition times between classes.

[Utah Code § 53G-7-227\(1\)\(d\) \(2026\)](#)

2. "Non-instructional time" means
 - a. Lunch periods;
 - b. Recess; and
 - c. Transit time between classes.
3. "Cellphone" means:

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- a. A smartphone, a feature phone, a mobile phone, a satellite phone, or a personal digital assistant that incorporates capabilities similar to a smartphone, feature phone, mobile phone, or satellite phone;
- b. A smart watch, as defined below; or
- c. Emerging technology, as defined below.

[Utah Code § 53G-7-227\(1\)\(b\) \(2026\)](#)

- 4. “Smart watch” means a wearable computing device that closely resembles a wristwatch or other time-keeping device with the capability to act in place of or as an extension of an individual’s cellphone. It does not include a wearable device that can only tell time, monitor an individual’s health informatics, receive and display notifications or information without the capability to respond, or track the individual’s location.

[Utah Code § 53G-7-227\(1\)\(e\), \(f\) \(2026\)](#)

- 5. “AI glasses” means wearable eyewear, whether prescription or non-prescription, that:
 - a. Incorporates one or more sensors, including cameras, microphones, accelerometers, gyroscopes, or biometric sensors;
 - b. uses artificial intelligence, machine learning algorithms, or neural networks to process, analyze, or interpret data captured by the sensors in real-time or near real-time;
 - c. provides information, overlays, translations, identification, or other augmented content to the wearer through visual displays, audio output, or haptic feedback; and
 - d. may transmit, store, or share data to external devices, networks, or cloud-based services.

[Utah Code § 53G-7-227\(1\)\(a\)\(i\) \(2026\)](#)

- 6. “AI glasses” does not include:
 - a. prescription eyeglasses or sunglasses without electronic components;
 - b. wearable devices used solely for reading glasses or vision correction without data collection or processing capabilities;
 - c. protective eyewear that contains only passive sensors without artificial intelligence processing capabilities; or
 - d. virtual reality headsets designed primarily for immersive gaming or entertainment that are not suitable for continuous wear in public settings.

[Utah Code § 53G-7-227\(1\)\(a\)\(ii\) \(2026\)](#)

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7. “Emerging technology” means any device that has or will be able to act in place of or as an extension of an individual’s cellphone. It does not include devices provided or required by the school.

[Utah Code § 53G-7-227\(1\)\(c\) \(2026\)](#)

8. “Electronic device” means a cellphone and any other kind of device that is used for audio, video, or text communication or any other type of computer or computer-like instrument.

[Utah Admin. Rules R277-495-2\(3\) \(October 8, 2025\)](#)

[Utah Admin. Rules R277-495-4\(1\)\(a\) \(October 8, 2025\)](#)

9. “District-provided electronic device” means an electronic device which is identified as being owned, provided, issued, or lent to a student by the District or a District educational service provider.

[Utah Admin. Rules R277-495-2\(2\), \(7\) \(October 8, 2025\)](#)

10. “Guest” means an individual who is not a student, employee, or designated volunteer of the District who is on school property or at the site of a school-sponsored activity or event.

[Utah Admin. Rules R277-495-2\(3\) \(October 8, 2025\)](#)

11. “Inappropriate matter” means pornographic or indecent material as defined in [Utah Code § 76-5c-208\(1\)\(a\)\(iii\) and Utah Code § 53G-10-103.](#)

[Utah Admin. Rules R277-495-2\(5\) \(October 8, 2025\)](#)

12. Individualized suspicion

- a. Information that an individual has violated a policy;
- b. This is generally required for a constitutional search (including a search of personal belongings);
- c. Exceptions are possible when the privacy interests implicated by a search are minimal and where other safeguards are available;
- d. This standard is not as exacting in the public school setting as in criminal law.

13. “Medical necessity” means:

- a. A student’s illness, with or without a health care professional’s documentation; or
- b. A student’s recurring illness or medical problem(s).

14. Parent

- a. The person(s) who has legal responsibility for the student’s education.

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15. “Parent-accessible monitoring system” means a technology platform that enables a parent to review the activity of the parent’s student on school-managed devices.

[Utah Code § 53G-7-1003\(1\)\(a\) \(2026\)](#)

16. “Preapproved content filtering system” means a method of internet access control that permits use only of the websites or online resources the school approves.

[Utah Code § 53G-7-1003\(1\)\(c\) \(2026\)](#)

17. Reasonable suspicion

- a. Reasonable suspicion need not be based on a single factor, but can be based on the totality of the circumstances;
- b. It can be based on the aggregate effect of all information available at the time of a search;
- c. It does not require absolute certainty, but only “sufficient probability,” the sort of common-sense conclusion about human behavior upon which practical people are entitled to rely.

Use of District-Provided Electronic Devices—

District-provided electronic devices must be used in accordance with the specific rules and conditions related to the issuance of the device to the student, including rules on care and maintenance of the device, any restrictions on personal uses of the device, and rules relating to installation or use of software on the device. Students may not use any District-provided electronic device or equipment provided through a District educational service provider to access inappropriate matter, nor may students use any District-provided electronic device to hack (obtain unauthorized access or interfere in any way with) any network or any electronic device. Students may not use any District-provided electronic device in any way that significantly impairs academic excellence. Students may not use any District-provided electronic device in ways that bully, humiliate, harass, or intimidate school-related individuals, including students, employees, or guests. Regardless of location, use of District-provided electronic devices must comply with Policy EEB (regarding internet use), Policy FGAD (regarding bullying, cyberbullying, and hazing), and other student conduct policies.

[Utah Code § 53G-7-1003\(3\) \(2026\)](#)

[Utah Admin. Rules R277-495-4\(1\)\(b\), \(c\), \(e\) \(October 8, 2025\)](#)

District-provided electronic devices are the responsibility of the students to whom they are issued, both with respect to loss or damage of the device and with respect to misuse of the device. When the recipient student allows another to use a District-provided electronic device, the recipient student is jointly responsible for any misuse of the device.

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[Utah Admin. Rules R277-495-4\(2\)\(d\) \(October 8, 2025\)](#)

Students have no expectation of privacy regarding the contents or use of District-owned electronic devices. The devices shall have filtering software or other restrictions in place to prevent students from accessing inappropriate matter. However, the failure of such filtering software or mechanisms does not prevent a student from being disciplined for accessing inappropriate matter. Teachers or administrators may directly or remotely view, control, search, or otherwise access District-provided electronic devices at any time. Each student's parent may review the student's activity on District-provided electronic devices through a parent-accessible monitoring system. Upon request of a student's parent, the student's use of a District-provided electronic device will be subject to use of a preapproved content filtering system.

[Utah Admin. Rules R277-495-4\(1\)\(c\) \(October 8, 2025\)](#)[Utah Code § 53G-7-1002 \(2018\)](#)
[Utah Code § 53G-7-1003\(3\) \(2026\)](#)

District-provided electronic devices remain the property of the District or of the educational service provider. Use of a District-provided electronic device in violation of any District policy may result in the device being confiscated from the student, which may result in missed assignments, inability to complete required assessments, and possible loss of credit or academic grade consequences, in addition to any other appropriate disciplinary sanctions.

[Utah Admin. Rules R277-495-4\(2\)\(b\), \(5\)\(c\) \(October 8, 2025\)](#)

Student Use of Cellphones and AI Glasses—

Students may not use cellphones during school hours except under the specific circumstances outlined in the following sections. Students may not use AI glasses during school hours under any circumstances.

1. Students may have cellphones in their possession during school hours.
2. Cellphones must remain out of sight during school hours AND be turned off.
3. A cellphone may be confiscated if a student uses it during school hours.
4. Confiscated cellphones may be retrieved by individuals designated by the school. Students may also be subject to school discipline.
5. A school shall, by written policy, establish a warning schedule for student violations which all school employees shall follow.
6. Student cellphones inappropriately used or disclosed may be subject to search by school administrators based on reasonable suspicion.

[Utah Code § 53G-7-227\(2\) \(2026\)](#)

[Utah Admin. Rules R277-495-4\(2\)\(b\), \(5\)\(c\) \(October 8, 2025\)](#)

Students may use cellphones during school hours as follows:

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1. To address a medical necessity.
2. As provided in the student's IEP or Section 504 accommodation plan.
3. To use the SafeUT Crisis Line.
4. To respond to an imminent threat to the health or safety of an individual.
5. To respond to a school-wide emergency.
6. Students enrolled in 9th – 12th grades may use cellphones during the established lunch period as determined by the bell schedule.

[Utah Code § 53G-7-227\(3\)\(a\)\(i\) \(2026\)](#)

[Utah Code § 53H-4-210 \(2026\)](#)

[Utah Admin. Rules R277-495-4\(5\)\(d\) \(October 8, 2025\)](#)

A student may briefly use a cellphone during non-instructional time in a specified area designated by the school for such use if the student's parent has requested that the student be permitted to do so.

[Utah Code § 53G-7-227\(3\)\(a\)\(ii\)\(B\) \(2026\)](#)

General Standards for Student Use of Electronic Devices—

Students may not use any electronic device to access inappropriate matter while on school property or while using District connectivity or while using equipment provided by a District educational service provider. Students may not use any electronic device to hack (obtain unauthorized access or interfere in any way with) any school network or any District electronic device or electronic device of a person associated with the school. Students may not use any electronic device in ways that bully, humiliate, harass, or intimidate school-related individuals, including students, employees, or guests. Use of student electronic devices at school must comply with Policy EEB (regarding internet use). Regardless of location, use of student electronic devices must comply with Policy FGAD (regarding bullying, cyberbullying, and hazing), and other student conduct policies. Misuse of student electronic devices in a manner that causes disruption at school or school-sponsored activities, programs, or events may result in discipline under the school disciplinary policies (including where warranted suspension or expulsion) and may result in notification to law enforcement authorities.

[Utah Code § 53G-7-1002 \(2018\)](#)

[Utah Admin. Rules R277-495-4\(1\)\(c\), \(2\)\(b\), \(f\) \(October 8, 2025\)](#)

Use of a student electronic device in violation of this or other District policies may result in confiscation of the device as provided herein, may result in the school contacting a parent to address the violation, and may result in such other disciplinary sanctions as provided for under this or other student conduct policies. In addition, where such use is in violation or believed to be in violation of an applicable law, regulation, or ordinance, school administrators or teachers may notify law

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enforcement or other appropriate authorities and the student may be subject to criminal or other penalties provided by law.

[Utah Admin. Rules R277-495-4\(2\)\(c\), \(e\) \(October 8, 2025\)](#)

Students may not be required to use a privately owned electronic device to complete course work.

[Utah Admin. Rules R277-495-4\(2\)\(g\) \(October 8, 2025\)](#)

Consequences for Violation of Policy—

Students will receive one warning prior to discipline for violation of this policy, as determined by the school.

Designated individuals, upon identification, may retrieve their student's electronic device during school hours or by appointment.

A school may impose other consequences for a student's violation of the electronic device policy only following notice of such policy to the school community. Such penalties are not exhaustive, and more than one penalty may be imposed, if warranted. Such penalties may include:

1. loss of electronic device privileges
2. disciplinary letter
3. in-school suspension
4. suspension
5. loss of extracurricular or honor privileges or recognition

If students are defiant and will not cooperate with school administrators and/or will not surrender electronic device(s), the designated school administrator may take appropriate action for the safety and well-being of the student and other students or employees at the school. The school principal or designee shall notify a parent immediately of additional penalties.

[Utah Admin. Rules R277-495-4\(2\)\(b\), \(c\), \(5\)\(c\) \(October 8, 2025\)](#)

Reporting misuse of electronic devices—

Students should report any misuse of electronic devices by an employee to the principal or other appropriate administrator. Students should report misuse of electronic devices by other students to a teacher or an administrator. Misuse of electronic devices by guests should be reported to the principal or other appropriate administrator.

[Utah Admin. Rules R277-495-4\(5\)\(b\) \(October 8, 2025\)](#)

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Training—

Each school shall, within the first 45 days of each school year, provide school-wide or in-classroom training to students that covers:

1. The District's internet and electronic device policies (Policies FGAB and EEB);
2. The importance of digital citizenship;
3. The District and school's student conduct and discipline policies;
4. The benefits of connecting to the internet and using the school's internet filters while on school premises; and
5. The discipline related consequences of violating internet and electronic device policies.

[Utah Admin. Rules R277-495-5 \(October 8, 2025\)](#)

Notice to Students and Parents of Policy—

Notice of availability of this policy will be posted in a conspicuous place in each school. A copy of this policy shall be made available in printed form at the District offices and a copy of this policy or a clear electronic link to this policy shall be made available on the District's web site. Individual school policies shall be made available in printed form at the school offices and a copy of those policies or a clear electronic link to those policies shall be made available on the school's web site. Parents and students shall receive annual written notice of District and school electronic device policies, which may be satisfied by the website posting, publishing the policy in a school handbook or directory, sending the policy to the student's home or any other reasonable means.

[Utah Code § 53G-7-1003\(3\) \(2026\)](#)

[Utah Admin. Rules R277-495-3\(4\), \(5\) \(October 8, 2025\)](#)

Parents and students shall receive notice of changes in District or school electronic device policies in a timely manner and through reasonable means.

A copy of the most current policy shall always be available in the main office of the school and shall be posted online on the school website, if a school has a website.

Schools may require that parents return a copy of the policy with signature indicating that parents have had access to the policy.

Information to parents should include exceptions to the policy and potential consequences for students. Information to parents shall provide clear information of how best to contact students during school hours or activities, in lieu of immediate contact by electronic device.

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Students and parents shall be notified that law enforcement may be contacted, at school's discretion, if circumstances warrant such contact.

Complaints about this policy, enforcement of this policy, or observed behavior may be addressed through bringing the complaint to a school administrator and through the other procedures outlined in Policy GB, Public Complaints.

[Utah Code § 53G-7-1003\(3\)\(f\) \(2026\)](#)

Confiscated Student Electronic Devices—

Only licensed school personnel (unless other employees are specifically identified in policy) may confiscate student electronic devices. Licensed school employees are discouraged from searching or reviewing material or numbers stored on student electronic devices except with reasonable suspicion that would warrant a search. Licensed school employees may search an electronic device based on their reasonable suspicion that the student has violated this policy or another District policy. To the extent justified by the nature of the violation for which the reasonable suspicion exists, the search may include text messages, photo files, and calls (recent, missed, or dialed).

Schools will do their best to guard and protect confiscated student electronic devices, but are not responsible for loss, damage, theft.

Schools will make a good faith effort to notify parent(s) or designated individuals that a student's electronic device is in the school's possession and, time and resources permitting, will maintain possession of such devices until the end of the school year, at which time the school may dispose of the device. Prior to disposal of devices, schools shall attempt to clear all personal data.

Other Provisions—

Picture taking or video or audio recording by students is strictly forbidden in school or school activity private areas, such as locker rooms, counseling sessions, washrooms, and dressing areas. Students are further prohibited from using electronic devices to transmit any such recordings. Students are prohibited from using electronic devices in any way which would cause invasions of the reasonable privacy expectations of students or school staff or guest.

[Utah Admin. Rules R277-495-4\(5\)\(a\) \(October 8, 2025\)](#)

Students bring their electronic devices on school property or to school activities at their own risk. The school is not responsible for lost, stolen or damaged student electronic devices.

Students are strictly responsible for their own electronic devices. If devices are borrowed or taken and misused by non-owners, device owners are jointly responsible for the misuse of the device and policy violation(s) committed with the device.

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Students and parents should be informed and understand that confiscated electronic devices may be subject to search by school officials.

A student's penalties for violation(s) of an electronic device policy provision may vary depending upon the intentional nature of the violation, other disciplinary actions the student may have received and specific circumstances of the violation.

Student Rights and Responsibilities

Bullying, Cyber-bullying, Hazing, and Abusive Conduct

Note--

[Utah Code § 53G-9-605](#) requires that this policy be developed with input from students, parents, teachers, school administrators, school staff, or law enforcement agencies. Therefore, seek input from one or more of these groups prior to adopting this policy. There is a corresponding policy applicable to employee conduct, Policy DLA, and the policies should be considered together as part of the District's bullying and hazing policy. The statutory deadline for updating the policy, including revision to include "abusive conduct," is September 1, 2018.

Definitions—

1. "Abusive conduct" means verbal, nonverbal, or physical conduct of a parent or student directed toward a school employee that, based on its severity, nature, and frequency of occurrence, a reasonable person would determine is intended to cause intimidation, humiliation, or unwarranted distress.

[Utah Code § 53G-9-601\(1\) \(2025\)](#)

2. "Action plan" means a process to address an "incident."

[Utah Code § 53G-9-601\(2\) \(2025\)](#)

[Utah Admin. Rules R277-613-2\(2\) \(October 8, 2025\)](#)

3. "Bullying" means staff bullying or student bullying.

[Utah Code § 53G-9-601\(3\) \(2025\)](#)

4. "Communication" means the conveyance of a message, whether verbal, written, or electronic.

[Utah Code § 53G-9-601\(4\) \(2025\)](#)

5. "Cyber-bullying" means:

- a. Using the Internet, a cell phone, or another device to send or post text, video, or an image with the intent or knowledge, or with reckless disregard, that the text, video, or image will hurt, embarrass, or threaten an individual, regardless of whether the individual directed, consented to, or acquiesced in the conduct, or voluntarily accessed the electronic communication.
- b. In addition, any communication of this form that is generated off-campus but causes or threatens to cause a material and substantial disruption at

school or interference with the rights of students to be secure may also be considered cyber-bullying.

[Utah Code § 53G-9-601\(5\) \(2025\)](#)

6. "Hazing" means a student intentionally, knowingly, or recklessly committing an act or causing another individual to commit an act toward a school employee or student that:
 - a. meets one of the following:
 - i. endangers the mental or physical health or safety of a school employee or student; or
 - ii. involves any brutality of a physical nature, including whipping, beating, branding, calisthenics, bruising, electric shocking, placing of a harmful substance on the body, or exposure to the elements;
 - iii. involves consumption of any food, alcoholic product, drug, or other substance or other physical activity that endangers the mental or physical health and safety of a school employee or student; or
 - iv. involves any activity that would subject a school employee or student to extreme mental stress, such as sleep deprivation, extended isolation from social contact, or conduct that subjects a school employee or student to extreme embarrassment, shame, or humiliation; and either
 - b. is committed for the purpose of initiation into, admission into, affiliation with, holding office in, or as a condition for membership in a school or school sponsored team, organization, program, club or event; or
 - c. is directed toward a school employee or student whom the student knows, at the time the act is committed, is a member of, or candidate for membership in, a school or school sponsored team, organization, program, club, or event in which the student also participates.

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

[Utah Code § 76-5-107.5 \(2022\)](#)

[Utah Code § 53G-9-601\(6\) \(2025\)](#)

7. "Incident" means an incident of bullying, cyber-bullying, hazing, or retaliation which has been substantiated through a formal investigative process as described in this policy. An incident occurs at the same time and in the same place and may involve one or more students to whom the incident is directed, one or more students who instigate the incident, or a student as both a target and a cause of the incident.

[Utah Code § 53G-9-601\(7\) \(2025\)](#)

[Utah Admin. Rules R277-613-2\(8\), \(19\) \(October 8, 2025\)](#)

8. "Retaliate" means an act or communication intended:
- a. as retribution against a person for reporting bullying, cyberbullying, abusive conduct, or hazing; or
 - b. to improperly influence the investigation of, or the response to, a report of bullying, cyberbullying, abusive conduct, or hazing.

[Utah Code § 53G-9-601\(11\) \(2025\)](#)

9. "School employee" means:
- a. school administrators, teachers, and staff members, as well as others employed or authorized as volunteers, directly or indirectly, by the school, school board, or school district or who works on a school campus.

[Utah Code § 53G-9-601\(13\) \(2025\)](#)

10. "Staff bullying" means a school employee, with the intent to cause harm, repeatedly committing a written, verbal, or physical act against a student or another school employee, or engaging in a single egregious act toward another employee involving an imbalance of power, that:

- a. Creates an environment that a reasonable person would find hostile, threatening, or humiliating and
- b. Substantially interferes with a student or employee's educational or professional performance, opportunities, or benefits.

It does not mean instances of (1) ordinary teasing, horseplay, argument, or peer conflict, (2) reasonable correction of behavior by a school employee, or (3) reasonable coaching strategies and techniques by a school employee who is a coach.

[Utah Code § 53G-9-601\(14\) \(2025\)](#)

[Utah Admin. Rules R277-613-2\(17\) \(October 8, 2025\)](#)

11. "Student bullying" means one or more students, with the intent to cause harm, repeatedly committing a written, verbal, or physical act against another student, or engaging in a single egregious act toward another student involving an imbalance of power, that:

- a. Creates an environment that a reasonable person would find hostile and
- b. Interferes with a student's educational performance, opportunities, or benefits.

It does not mean instances of (1) ordinary teasing, horseplay, argument, or peer conflict, (2) reasonable correction of behavior by a school employee, or (3) reasonable coaching strategies and techniques by a school employee who is a coach.

[Utah Code § 53G-9-601\(15\) \(2025\)](#)

[Utah Admin. Rules R277-613-2\(18\) \(October 8, 2025\)](#)

12. “Volunteer” means a non-employee with significant, unsupervised access to students in connection with a school assignment.

[Utah Admin. Rules R277-613-2\(20\) \(October 8, 2025\)](#)

Bullying and Abusive Conduct Prohibited—

No student may engage in bullying of a student or school employee on school property, at a school related or sponsored event, on a school bus, at a school bus stop, or while the student is traveling to or from a school location or school related or sponsored event. No student may engage in abusive conduct.

Students who engage in bullying or abusive conduct are in violation of this policy and an incident of bullying shall result in disciplinary action up to and including expulsion, consistent with the District’s Safe Schools policy (FHA).

Anonymous reports of bullying or abusive conduct alone cannot constitute the basis for formal disciplinary action.

The school or District may also report an incident of bullying to law enforcement if that is permitted by [Utah Code § 53G-8-211](#).

[Utah Code § 53G-9-602\(1\) \(2024\)](#)

[Utah Code § 53G-9-605\(3\)\(b\) \(2024\)](#)

[Utah Admin. Rules R277-613-4\(1\)\(a\) \(October 8, 2025\)](#)

Hazing and Cyber-bullying Prohibited—

No student may engage in hazing or cyber-bullying of a student or employee at any time or at any location.

Students who engage in hazing or cyber-bullying are in violation of this policy and an incident of hazing or cyber-bullying shall result in disciplinary action up to and including expulsion, as well as suspension or removal from a school-sponsored team or activity, including school sponsored transportation, consistent with the District’s Safe Schools policy (FHA).

The school may also determine to break up or dissolve a team, organization, or other school-sponsored group for hazing violations by its members.

Anonymous reports of hazing or cyber-bullying alone cannot constitute the basis for formal disciplinary action.

The school or District may also report an incident of hazing or cyber-bullying to law enforcement if that is permitted by [Utah Code § 53G-8-211](#).

[Utah Code § 53G-9-602\(2\) \(2024\)](#)

[Utah Code § 53G-9-605\(3\)\(b\) \(2024\)](#)

[Utah Admin. Rules R277-613-4\(1\)\(a\) \(October 8, 2025\)](#)

Retaliation Prohibited—

No student may engage in retaliation against a school employee, a student, or an investigator for, or witness of, an alleged occurrence of bullying, cyber-bullying, hazing, retaliation, or abusive conduct.

Students who engage in such retaliation are in violation of this policy and for an incident of retaliation are subject to disciplinary action up to and including expulsion, consistent with the District's Safe Schools policy (FHA).

Anonymous reports of retaliation alone cannot constitute the basis for formal disciplinary action.

The school shall inform students who have reported being subjected to bullying, cyber-bullying, or hazing and these students' parents that retaliation is prohibited and shall encourage the students and parents to be aware of and to report any subsequent problems or new occurrences.

[Utah Code § 53G-9-603\(1\) \(2024\)](#)

[Utah Code § 53G-9-605\(3\)\(c\) \(2024\)](#)

[Utah Admin. Rules R277-613-4\(1\)\(a\), \(5\) \(October 8, 2025\)](#)

Making a False Report Prohibited—

No student may make a false allegation of bullying, abusive conduct, cyber-bullying, hazing, or retaliation against a school employee or student.

Students who engage in making such false allegations are in violation of this policy and for verified instances of false allegations are subject to disciplinary action up to and including expulsion, consistent with the District's Safe Schools policy (FHA).

[Utah Code § 53G-9-603\(2\) \(2024\)](#)

[Utah Code § 53G-9-605\(3\)\(d\) \(2019\)](#)

[Utah Admin. Rules R277-613-4\(1\)\(a\) \(October 8, 2025\)](#)

Improper Sharing of Recording of Incident Prohibited—

No student may share a recording of an incident or of abusive conduct in a way which would impact or encourage future incidents or abusive conduct or intending to impact or encourage future incidents or abusive conduct. Students who violate this prohibition are in violation of this policy and for verified infractions are subject to disciplinary action up to and including expulsion, consistent with the District's Safe Schools policy (FHA). This restriction does not prevent a student from sharing a recording of an incident or of abusive conduct with a teacher or administrator as part of reporting the incident or abusive conduct or in response to a request from a teacher or administrator for the recording.

[Utah Code § 53G-9-605\(3\)\(e\) \(2024\)](#)

[Utah Admin. Rules R277-613-4\(1\)\(a\)\(viii\) \(October 8, 2025\)](#)

Creation or Distribution of Intimate Images Prohibited—

No student may create or share (or otherwise distribute) a sexually explicit or nonconsensually intimate image of any student, employee, or other person associated with the school. Students who violate this prohibition are in violation of this policy (and may be in violation of other policies) and for verified infractions are subject to disciplinary action up to and including expulsion, consistent with the District's Safe Schools policy (FHA). This restriction does not prevent a student from

sharing such an image with a teacher or administrator as part of reporting the image or in response to a request from a teacher or administrator for the image.

[Utah Admin. Rules R277-613-4\(1\)\(a\)\(vii\) \(October 8, 2025\)](#)

Investigation and Action Plan—

Upon receipt of a reported incident of bullying, cyber-bullying, hazing, abusive conduct, or retaliation, the school principal or designee shall promptly review and investigate the allegations. This investigation shall include interviewing the individual targeted, the individual alleged to have engaged in prohibited conduct, the parents of the targeted student and alleged perpetrator, any witnesses to the conduct, school staff familiar with the targeted student, and school staff familiar with the alleged perpetrator. The principal or designee may also review physical evidence, including but not limited to video or audio recordings, notes, email, text messages, social media, and graffiti. The principal or designee shall inform any person being interviewed that the principal or designee is required to keep the details of the interview confidential to the extent allowed by law and that further reports of bullying will become part of the investigation.

[Utah Admin. Rules R277-613-5\(2\), \(3\), \(4\) \(October 8, 2025\)](#)

When the available information indicates that an infraction may also constitute a civil rights violation, the principal or designee shall also investigate that possible violation and take such disciplinary or other action as may be warranted.

[Utah Admin. Rules R277-613-5\(6\) \(October 8, 2025\)](#)

When it is determined that an incident has occurred, the school shall create and implement an action plan. While parents should be involved in the development and implementation of the action plan, the school may develop and implement the plan without parent involvement when the parent chooses not to participate in the process.

The action plan shall include a communication plan designed to keep each parent updated on the implementation of the plan. The communication plan shall provide for regular updates and communication shall include explaining the process for addressing the incident, informing the parent about the outcome of the investigation, and discussing safety considerations for the student at whom the incident was directed.

For the targeted student and in direct coordination with that student's parent, the plan shall include (1) a tailored response to the incident that addresses the student's needs, (2) a mechanism to consider consequences or accommodations the student may need regarding decreased exposure or interactions with the student who caused the incident, (3) notification of the consequences and plan to address the behavior of the student who caused the incident, (4) supportive measures designed to preserve the student's access to educational services and opportunities, and (5) to the extent available, access to other resources the parent requests for the student. The action plan may not include a requirement that the student at whom the

incident was directed change the student's education schedule or placement or participation in a school-sponsored sport, club, or activity.

For the student who caused the incident and in direct coordination with that student's parent, the plan shall include (1) a range of tailored and appropriate consequences, making reasonable effort to preserve the student's access to educational services and activities, (2) a process to determine and provide any needed resources related to the underlying cause of the incident, (3) supportive measures designed to preserve the student's access to educational services and opportunities while protecting the safety and well-being of other students, and (4) a process to remove the student from school in an emergency situation, including a description of what constitutes an emergency.

[Utah Code § 53G-9-605.5 \(2024\)](#)

[Utah Code § 53G-9-605\(3\)\(f\), \(h\), \(i\) \(2024\)](#)

[Utah Admin. Rules R277-613-6\(1\), \(2\), \(4\) \(October 8, 2025\)](#)

The student who caused the incident (or the student's parent) may appeal one or more of the consequences to that student which are included in the action plan through the same processes and procedures provided for appeal of other student disciplinary actions.

[Utah Code § 53G-9-605.5\(4\) \(2024\)](#)

[Utah Admin. Rules R277-613-6\(3\) \(October 8, 2025\)](#)

The action plan may include providing supportive services designed to preserve a student's access to educational opportunities and a sense of safety.

[Utah Admin. Rules R277-613-5\(8\)\(b\) \(October 8, 2025\)](#)

The action plan may also include accountability practices, if permitted, including restorative justice. Restorative justice practice is a discipline practice that brings together students, school personnel, school families, and community members to resolve conflicts, address disruptive behaviors, promote positive relationships, and promote healing. The student at whom the incident was directed is *not* required to participate in a restorative justice practice with the student who caused the incident. If the principal or designee desires to have a student participate, the principal or designee shall first inform that student's parent about the restorative justice practice and obtain the parent's consent prior to such participation.

[Utah Admin. Rules R277-613-2\(13\) \(October 8, 2025\)](#)

[Utah Admin. Rules R277-613-5\(7\), \(8\)\(a\), \(9\) \(October 8, 2025\)](#)

If any retaliation occurs, the principal or designee shall take strong responsive action against it, including but not limited to providing assistance to any student subjected to the incident and his or her parent in reporting subsequent problems and new incidents.

[Utah Admin. Rules R277-613-4\(5\) \(October 8, 2025\)](#)

The principal or designee shall follow up with parents of all students involved (victim or perpetrator), informing parents when an investigation is concluded, what safety measures will be in place for their child as determined by the investigation, of additional information about the investigation to the extent consistent with the Family Educational Rights and Privacy Act of 1974 ("FERPA"), and of any available appeal options if a parent disagrees with the resolution of the investigation.

[Utah Admin. Rules R277-613-5\(11\) \(October 8, 2025\)](#)

Training and Education—

Each school shall establish procedures for training school employees, coaches, volunteers and students on bullying, cyber-bullying, hazing, retaliation, or abusive conduct. The principal or designee shall be the point person to assist, direct, and supervise training on these matters.

Training to students, staff, and volunteers shall:

1. Include information on:
 - a. Bullying, cyber-bullying, hazing, retaliation, and abusive conduct;
 - b. Discrimination under Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act of 1990;
 - c. How bullying, cyber-bullying, hazing, retaliation, and abusive conduct are different from discrimination and may occur separately from each other or in combination;
 - d. How bullying, cyber-bullying, hazing, retaliation, and abusive conduct are prohibited based on race, color, national origin, sex, religion, or disability;
 - e. The right of free speech and how it differs for students, employees, and parents; and
 - f. Safe digital citizenship as defined in [Utah Code § 53G-7-1202\(1\)\(a\)](#);
2. Complement the suicide prevention program required for students and the suicide prevention training required for licensed educators; and
3. Include information on when issues relating to these standards may lead to employee or student discipline.

[Utah Code § 53G-9-607\(1\), \(2\) \(2024\)](#)

[Utah Admin. Rules R277-613-4\(6\) \(October 8, 2025\)](#)

[Utah Admin. Rules R277-613-5\(1\)\(c\) \(October 8, 2025\)](#)

[Utah Admin. Rules R277-605-6\(4\) \(July 22, 2022\)](#)

This training shall be provided to all new employees, coaches, and volunteers within the first year of service and shall be provided to all employees, coaches, and volunteers at least once every three years after the initial training.

[Utah Admin. Rules R277-613-4\(7\) \(October 8, 2025\)](#)

[Utah Admin. Rules R277-605-6\(4\) \(July 22, 2022\)](#)

In addition to training school employees and educating students mentioned above, all volunteer coaches, employees, and students involved in any curricular athletic program or any extra-curricular club or activity shall:

1. Complete bullying, cyber-bullying, harassment, hazing, and abusive conduct prevention training prior to participation;
2. Repeat bullying, cyber-bullying, harassment and hazing prevention training at least every three years;
3. Be informed annually of the prohibited activities list provided previously in this Policy and the potential consequences for violation of this Policy.

The content of this activity training shall be developed in collaboration with the Utah High School Activities Association (UHSAA) and the training shall also be provided in collaboration with UHSAA. The school shall obtain and keep signature lists of the participants in the activity training.

[Utah Admin. Rules R277-613-7 \(October 8, 2025\)](#)
[Utah Admin. Rules R277-605-6\(4\) \(July 22, 2022\)](#)

Teachers should discuss this policy with their students in age-appropriate ways and should assure them that they need not endure any form of bullying, harassment, hazing, or cyber-bullying.

[Utah Code § 53G-9-605\(3\)\(i\)\(ii\), \(4\) \(2024\)](#)

The District may also offer voluntary training to parents and students regarding bullying, cyber-bullying, hazing, abusive conduct, and retaliation.

[Utah Code § 53G-9-607\(2\)\(c\) \(2024\)](#)

The principal or designee responsible for reviewing and investigating allegations of bullying, cyber-bullying, hazing, retaliation, and abusive conduct shall receive training on conducting a review and investigation as provided for in this policy.

[Utah Admin. Rules R277-613-5\(1\)\(b\) \(October 8, 2025\)](#)

District Coordinator—

The District shall designate at least one individual who can provide training to each school principal or designee responsible for school training and oversight. This individual also oversees implementation of action plans, monitors implementation of this policy regarding communication plans, acts as the District's liaison to the State Board of Education regarding bullying, cyber-bullying, hazing, abusive conduct, and retaliation, and assists with school case-specific needs.

[Utah Admin. Rules R277-613-5\(1\)\(c\) \(October 8, 2025\)](#)

Assessment—

Each school shall regularly (and at least once per year) assess the prevalence of bullying, cyber-bullying, and hazing in the school, and specifically in

locations where students may be unsafe and adult supervision may be required such as playgrounds, hallways, and lunch areas.

[Utah Admin. Rules R277-613-4\(4\) \(October 8, 2025\)](#)
[Utah Code § 53E-9-203 \(2024\)](#)

Publication and Acknowledgment—

A copy of this policy shall be included in student conduct handbooks, employee handbooks, shall be provided to the parent of each student enrolled in the District, and shall be available on the District website.

Each student 8 years of age and older and a parent of each student enrolled in the District shall annually provide a signed statement stating that the student and parent has received a copy of this policy; however, such a statement is not a substitute for having met the training requirements of this policy.

[Utah Code § 53G-9-605\(3\)\(j\), \(4\) \(2024\)](#)
[Utah Admin. Rules R277-613-4\(1\)\(d\), \(2\) \(October 8, 2025\)](#)

Parental Notification of Incidents and Suicide Threats—

The school shall promptly notify a student's parent when the student is involved in an incident (whether as a target or as a perpetrator) or when a student threatens suicide. When the student is involved in an incident, the parent shall also be notified of the action plan. In addition to giving notice of the incident or threat, the school shall also provide the parent with (1) suicide prevention materials and information as recommended by the State Superintendent, (2) information on ways to limit a student's access to fatal means (including firearms and medication), and (3) information and resources on the healthy use of social media and online practices. (See Policy FDACE.)

The school shall produce and maintain a record that verifies that the parent was notified of the threats or incidents listed above and provided the required information. If applicable, the record shall also track implementation of the action plan. The record is a private record for purposes of the Government Records Access and Management Act.

The process for notifying a parent shall consist of:

1. The school principal or designee shall attempt to make personal contact with a parent when the school has notice of a threat or incident listed above. It is recommended that the parent be informed of the threat or incident with two school people present. If personal contact is not possible, the parent may be contacted by phone. A second school person should witness the phone call.
2. Contact with the parent must be documented in a "Verification of Parent Contact Regarding Threat or Incident." When there is an action plan, the documentation shall be supplemented to track implementation of the action plan.

(A copy of the “Verification of Parent Contact Regarding Threat or Incident” is attached below.) Subject to laws regarding confidentiality of student educational records, at the request of a parent, a school may provide information and make recommendations related to an incident or threat.

[Utah Code § 53G-9-604 \(2024\)](#)

[Utah Admin. Rules R277-613-4\(3\) \(October 8, 2025\)](#)

The record of parental notification shall be maintained in accordance with Policy FE, Policy FEA, [Title 53E, Chapter 9, Part 3, Student Data Protection](#), [Title 53E, Chapter 9, Part 2, Student Privacy](#), and the Federal Family Educational Rights and Privacy Act (“FERPA”). A copy of the record of parental notification shall upon request be provided to the student to whom the record relates. After the student has graduated, the District shall expunge the record of parental notification upon request of the student.

[Utah Code § 53G-9-604\(2\)\(a\)\(iii\), \(4\) \(2024\)](#)

Report to State Superintendent—

Each year, on or before June 30, the District shall submit a report to the State Superintendent which includes (1) a copy of the District’s bullying policy; (2) confirmation of compliance with the requirement to obtain a signed acknowledgment of the policy from students, parents, and employees; (3) verification of required training regarding bullying, cyber-bullying, hazing, retaliation, and abusive conduct; (4) the number of verified incidents of student bullying, cyber-bullying, hazing, and retaliation; and (5) the number and type of those incidents that included a student who was allegedly bullied, cyber-bullied, hazed, or retaliated against because of the student’s actual or perceived disability, race, national origin, religion, sex, gender identity, sexual orientation, or other characteristic, including the federal reporting requirements for civil rights violations.

[Utah Admin. Rules R277-613-5\(12\) \(October 8, 2025\)](#)

VERIFICATION OF PARENT OR GUARDIAN CONTACT REGARDING THREAT OR INCIDENT

I, [Name] _____, principal or principal's designee, contacted [Name of parent or guardian] _____ on [Date] _____ and notified him or her that [Name of student] _____ has made suicidal threats or was involved in an incident of bullying, hazing, cyber-bullying, abusive conduct, or retaliation. Contact was made:

[☐] in person

[☐] by telephone (number used: _____)

[☐] by email (email address used: _____)

[☐] by other method (specify: _____)

Notice was given of:

[☐] suicide threat [☐] bullying [☐] cyber-bullying [☐] abusive conduct [☐] hazing [☐] retaliation

If notice was given of a suicide threat, information was provided as required regarding suicide prevention, ways to limit student access to lethal means, and healthy use of social media and online practices.

If notice was given of an incident, the parent was informed that retaliation is prohibited and should be reported, of the process for addressing the incident, was updated on the progress of the process, was informed of the action plan, and was informed of the result of the process as follows:

Date: _____ Nature of contact: _____

Date: _____ Nature of contact: _____

Date: _____ Nature of contact: _____

[Attach additional pages as needed to document communication with parent][Name of school staff member] _____, witnessed the contact and confirmed that information was provided.

Principal or Principal's Designee

Title

Date

School Staff Member

Title

Date

Student Rights and Responsibilities

Bullying, Cyber-bullying, Hazing, and Abusive Conduct

Note--

[Utah Code § 53G-9-605](#) requires that this policy be developed with input from students, parents, teachers, school administrators, school staff, or law enforcement agencies. Therefore, seek input from one or more of these groups prior to adopting this policy. There is a corresponding policy applicable to employee conduct, Policy DLA, and the policies should be considered together as part of the District's bullying and hazing policy. The statutory deadline for updating the policy, including revision to include "abusive conduct," is September 1, 2018.

Definitions—

1. "Abusive conduct" means verbal, nonverbal, or physical conduct of a parent or student directed toward a school employee that, based on its severity, nature, and frequency of occurrence, a reasonable person would determine is intended to cause intimidation, humiliation, or unwarranted distress.

[Utah Code § 53G-9-601\(1\) \(2025\)](#)

2. "Action plan" means a process to address an "incident."

[Utah Code § 53G-9-601\(2\) \(2025\)](#)

[Utah Admin. Rules R277-613-2\(2\) \(October 8, 2025\)](#)

3. "Bullying" means staff bullying or student bullying.

[Utah Code § 53G-9-601\(3\) \(2025\)](#)

4. "Communication" means the conveyance of a message, whether verbal, written, or electronic.

[Utah Code § 53G-9-601\(4\) \(2025\)](#)

5. "Cyber-bullying" means:

- a. Using the Internet, a cell phone, or another device to send or post text, video, or an image with the intent or knowledge, or with reckless disregard, that the text, video, or image will hurt, embarrass, or threaten an individual, regardless of whether the individual directed, consented to, or acquiesced in the conduct, or voluntarily accessed the electronic communication.
- b. In addition, any communication of this form that is generated off-campus but causes or threatens to cause a material and substantial disruption at

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school or interference with the rights of students to be secure may also be considered cyber-bullying.

[Utah Code § 53G-9-601\(5\) \(2025\)](#)

6. "Hazing" means a student intentionally, knowingly, or recklessly committing an act or causing another individual to commit an act toward a school employee or student that:
- a. meets one of the following:
 - i. endangers the mental or physical health or safety of a school employee or student; or
 - ii. involves any brutality of a physical nature, including whipping, beating, branding, calisthenics, bruising, electric shocking, placing of a harmful substance on the body, or exposure to the elements;
 - iii. involves consumption of any food, alcoholic product, drug, or other substance or other physical activity that endangers the mental or physical health and safety of a school employee or student; or
 - iv. involves any activity that would subject a school employee or student to extreme mental stress, such as sleep deprivation, extended isolation from social contact, or conduct that subjects a school employee or student to extreme embarrassment, shame, or humiliation; and either
 - b. is committed for the purpose of initiation into, admission into, affiliation with, holding office in, or as a condition for membership in a school or school sponsored team, organization, program, club or event; or
 - c. is directed toward a school employee or student whom the student knows, at the time the act is committed, is a member of, or candidate for membership in, a school or school sponsored team, organization, program, club, or event in which the student also participates.

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

[Utah Code § 76-5-107.5 \(2022\)](#)

[Utah Code § 53G-9-601\(6\) \(2025\)](#)

7. "Incident" means an incident of bullying, cyber-bullying, hazing, or retaliation which has been substantiated through a formal investigative process as described in this policy. An incident occurs at the same time and in the same place and may involve one or more students to whom the incident is directed, one or more students ~~as causes of who instigate~~ the incident, or a student as both a ~~subject-target~~ and a cause of the incident.

[Utah Code § 53G-9-601\(7\) \(2025\)](#)

[Utah Admin. Rules R277-613-2\(8\), \(~~1619~~\) \(October 8, 20245\)](#)

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8. "Retaliate" means an act or communication intended:
- as retribution against a person for reporting bullying, cyberbullying, abusive conduct, or hazing; or
 - to improperly influence the investigation of, or the response to, a report of bullying, cyberbullying, abusive conduct, or hazing.

[Utah Code § 53G-9-601\(11\) \(2025\)](#)

9. "School employee" means:

- school administrators, teachers, and staff members, as well as others employed or authorized as volunteers, directly or indirectly, by the school, school board, or school district or who works on a school campus.

[Utah Code § 53G-9-601\(13\) \(2025\)](#)

10. "Staff bullying" means a school employee, with the intent to cause harm, repeatedly committing a written, verbal, or physical act against a student or another school employee, or engaging in a single egregious act toward another employee involving an imbalance of power, that:

- Creates an environment that a reasonable person would find hostile, threatening, or humiliating and
- Substantially interferes with a student or employee's educational or professional performance, opportunities, or benefits.

It does not mean instances of (1) ordinary teasing, horseplay, argument, or peer conflict, (2) reasonable correction of behavior by a school employee, or (3) reasonable coaching strategies and techniques by a school employee who is a coach.

[Utah Code § 53G-9-601\(14\) \(2025\)](#)

[Utah Admin. Rules R277-613-2\(17\) \(October 8, 2025\)](#)

11. "Student bullying" means one or more students, with the intent to cause harm, repeatedly committing a written, verbal, or physical act against another student, or engaging in a single egregious act toward another student involving an imbalance of power, that:

- Creates an environment that a reasonable person would find hostile and
- Interferes with a student's educational performance, opportunities, or benefits.

It does not mean instances of (1) ordinary teasing, horseplay, argument, or peer conflict, (2) reasonable correction of behavior by a school employee, or (3) reasonable coaching strategies and techniques by a school employee who is a coach.

[Utah Code § 53G-9-601\(15\) \(2025\)](#)

[Utah Admin. Rules R277-613-2\(18\) \(October 8, 2025\)](#)

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12. "Volunteer" means a non-employee with significant, unsupervised access to students in connection with a school assignment.

[Utah Admin. Rules R277-613-2\(1720\) \(October 8, 20245\)](#)

Bullying and Abusive Conduct Prohibited—

No student may engage in bullying of a student or school employee on school property, at a school related or sponsored event, on a school bus, at a school bus stop, or while the student is traveling to or from a school location or school related or sponsored event. No student may engage in abusive conduct.

Students who engage in bullying or abusive conduct are in violation of this policy and an incident of bullying shall result in disciplinary action up to and including expulsion, consistent with the District's Safe Schools policy (FHA).

Anonymous reports of bullying or abusive conduct alone cannot constitute the basis for formal disciplinary action.

The school or District may also report an incident of bullying to law enforcement if that is permitted by [Utah Code § 53G-8-211](#).

[Utah Code § 53G-9-602\(1\) \(2024\)](#)

[Utah Code § 53G-9-605\(3\)\(b\) \(2024\)](#)

[Utah Admin. Rules R277-613-4\(1\)\(a\) \(October 8, 20245\)](#)

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Hazing and Cyber-bullying Prohibited—

No student may engage in hazing or cyber-bullying of a student or employee at any time or at any location.

Students who engage in hazing or cyber-bullying are in violation of this policy and an incident of hazing or cyber-bullying shall result in disciplinary action up to and including expulsion, as well as suspension or removal from a school-sponsored team or activity, including school sponsored transportation, consistent with the District's Safe Schools policy (FHA).

The school may also determine to break up or dissolve a team, organization, or other school-sponsored group for hazing violations by its members.

Anonymous reports of hazing or cyber-bullying alone cannot constitute the basis for formal disciplinary action.

The school or District may also report an incident of hazing or cyber-bullying to law enforcement if that is permitted by [Utah Code § 53G-8-211](#).

[Utah Code § 53G-9-602\(2\) \(2024\)](#)

[Utah Code § 53G-9-605\(3\)\(b\) \(2024\)](#)

[Utah Admin. Rules R277-613-4\(1\)\(a\) \(October 8, 20245\)](#)

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Retaliation Prohibited—

No student may engage in retaliation against a school employee, a student, or an investigator for, or witness of, an alleged occurrence of bullying, cyber-bullying, hazing, retaliation, or abusive conduct.

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Students who engage in such retaliation are in violation of this policy and for an incident of retaliation are subject to disciplinary action up to and including expulsion, consistent with the District's Safe Schools policy (FHA).

Anonymous reports of retaliation alone cannot constitute the basis for formal disciplinary action.

The school shall inform students who have reported being subjected to bullying, cyber-bullying, or hazing and these students' parents that retaliation is prohibited and shall encourage the students and parents to be aware of and to report any subsequent problems or new occurrences.

[Utah Code § 53G-9-603\(1\) \(2024\)](#)

[Utah Code § 53G-9-605\(3\)\(c\) \(2024\)](#)

[Utah Admin. Rules R277-613-4\(1\)\(a\), \(5\) \(October 8, 2024~~5~~\)](#)

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Making a False Report Prohibited—

No student may make a false allegation of bullying, abusive conduct, cyber-bullying, hazing, or retaliation against a school employee or student.

Students who engage in making such false allegations are in violation of this policy and for verified instances of false allegations are subject to disciplinary action up to and including expulsion, consistent with the District's Safe Schools policy (FHA).

[Utah Code § 53G-9-603\(2\) \(2024\)](#)

[Utah Code § 53G-9-605\(3\)\(d\) \(2019\)](#)

[Utah Admin. Rules R277-613-4\(1\)\(a\), \(October 8, 2024~~5~~\)](#)

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Improper Sharing of Recording of Incident Prohibited—

No student may share a recording of an incident or of abusive conduct in a way which would impact or encourage future incidents or abusive conduct or intending to impact or encourage future incidents or abusive conduct. Students who violate this prohibition are in violation of this policy and for verified infractions are subject to disciplinary action up to and including expulsion, consistent with the District's Safe Schools policy (FHA). This restriction does not prevent a student from sharing a recording of an incident or of abusive conduct with a teacher or administrator as part of reporting the incident or abusive conduct or in response to a request from a teacher or administrator for the recording.

[Utah Code § 53G-9-605\(3\)\(e\) \(2024\)](#)

[Utah Admin. Rules R277-613-4\(1\)\(~~h~~\)\(a\)\(viii\) \(October 8, 2024~~5~~\)](#)

Creation or Distribution of Intimate Images Prohibited—

No student may create or share (or otherwise distribute) a sexually explicit or nonconsensually intimate image of any student, employee, or other person associated with the school. Students who violate this prohibition are in violation of this policy (and may be in violation of other policies) and for verified infractions are subject to disciplinary action up to and including expulsion, consistent with the District's Safe Schools policy (FHA). This restriction does not prevent a student from

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sharing such an image with a teacher or administrator as part of reporting the image or in response to a request from a teacher or administrator for the image.

[Utah Admin. Rules R277-613-4\(1\)\(a\)\(vii\) \(October 8, 2025\)](#)

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Investigation and Action Plan—

Upon receipt of a reported incident of bullying, cyber-bullying, hazing, abusive conduct, or retaliation, the school principal or designee shall promptly review and investigate the allegations. This investigation shall include interviewing the individual ~~students subjected to the incident~~ targeted, the individual alleged to have engaged in prohibited conduct, the parents of the ~~targeted student~~ students subjected to the incident and alleged perpetrator, any witnesses to the conduct, school staff familiar with the ~~student subjected to the incident~~ targeted student, and school staff familiar with the alleged perpetrator. The principal or designee may also review physical evidence, including but not limited to video or audio recordings, notes, email, text messages, social media, and graffiti. The principal or designee shall inform any person being interviewed that the principal or designee is required to keep the details of the interview confidential to the extent allowed by law and that further reports of bullying will become part of the investigation.

[Utah Admin. Rules R277-613-5\(2\), \(3\), \(4\) \(October 8, 2024\)](#)

When the available information indicates that an infraction may also constitute a civil rights violation, the principal or designee shall also investigate that possible violation and take such disciplinary or other action as may be warranted.

[Utah Admin. Rules R277-613-5\(6\) \(October 8, 2024\)](#)

When it is determined that an incident has occurred, the school shall create and implement an action plan. While parents should be involved in the development and implementation of the action plan, the school may develop and implement the plan without parent involvement when the parent chooses not to participate in the process.

The action plan shall include a communication plan designed to keep each parent updated on the implementation of the plan. The communication plan shall provide for regular updates and communication shall include explaining the process for addressing the incident, informing the parent about the outcome of the investigation, and discussing safety considerations for the student at whom the incident was directed.

For the targeted student ~~at whom the incident was directed~~ and in direct coordination with that student's parent, the plan shall include (1) a tailored response to the incident that addresses the student's needs, (2) a mechanism to consider consequences or accommodations the student may need regarding decreased exposure or interactions with the student who caused the incident, (3) notification of the consequences and plan to address the behavior of the student who caused the incident, (4) supportive measures designed to preserve the student's access to educational services and opportunities, and (5) to the extent available, access to

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other resources the parent requests for the student. The action plan may not include a requirement that the student at whom the incident was directed change the student's education schedule or placement or participation in a school-sponsored sport, club, or activity.

For the student who caused the incident and in direct coordination with that student's parent, the plan shall include (1) a range of tailored and appropriate consequences, making reasonable effort to preserve the student's access to educational services and activities, (2) a process to determine and provide any needed resources related to the underlying cause of the incident, (3) supportive measures designed to preserve the student's access to educational services and opportunities while protecting the safety and well-being of other students, and (4) a process to remove the student from school in an emergency situation, including a description of what constitutes an emergency.

[Utah Code § 53G-9-605.5 \(2024\)](#)

[Utah Code § 53G-9-605\(3\)\(f\), \(h\), \(i\) \(2024\)](#)

[Utah Admin. Rules R277-613-6\(1\), \(2\), \(4\) \(October 8, 2024\)](#)

The student who caused the incident (or the student's parent) may appeal one or more of the consequences to that student which are included in the action plan through the same processes and procedures provided for appeal of other student disciplinary actions.

[Utah Code § 53G-9-605.5\(4\) \(2024\)](#)

[Utah Admin. Rules R277-613-6\(3\) \(October 8, 2024\)](#)

The action plan may include providing supportive services designed to preserve a student's access to educational opportunities and a sense of safety~~supporting involved students through trauma-informed care practices, if appropriate, as defined in Utah Admin. Rules R277-613-2(15).~~

[Utah Admin. Rules R277-613-5\(8\)\(b\) \(October 8, 2024\)](#)

The action plan may also include ~~positive restorative justice accountability~~ practices~~action~~, if permitted, including restorative justice. Restorative justice practice is a discipline practice that brings together students, school personnel, school families, and community members to resolve conflicts, address disruptive behaviors, promote positive relationships, and promote healing. The student at whom the incident was directed is *not* required to participate in a restorative justice practice with the student who caused the incident. If the principal or designee desires to have a student participate, the principal or designee shall first inform that student's parent about the restorative justice practice and obtain the parent's consent prior to such participation.

[Utah Admin. Rules R277-613-2\(~~12~~13\) \(October 8, 2024\)](#)

[Utah Admin. Rules R277-613-5\(7\), \(8\)\(a\), \(9\) \(October 8, 2024\)](#)

If any retaliation occurs, the principal or designee shall take strong responsive action against it, including but not limited to providing assistance to any student

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subjected to the incident and his or her parent in reporting subsequent problems and new incidents.

[Utah Admin. Rules R277-613-4\(5\) \(October 8, 2024\)](#)

The principal or designee shall follow up with parents of all students involved (victim or perpetrator), informing parents when an investigation is concluded, what safety measures will be in place for their child as determined by the investigation, of additional information about the investigation to the extent consistent with the Family Educational Rights and Privacy Act of 1974 ("FERPA"), and of any available appeal options if a parent disagrees with the resolution of the investigation.

[Utah Admin. Rules R277-613-5\(11\) \(October 8, 2024\)](#)

Training and Education—

Each school shall establish procedures for training school employees, coaches, volunteers and students on bullying, cyber-bullying, hazing, retaliation, or abusive conduct. The principal or designee shall be the point person to assist, direct, and supervise training on these matters.

Training to students, staff, and volunteers shall:

1. Include information on:
 - a. Bullying, cyber-bullying, hazing, retaliation, and abusive conduct;
 - b. Discrimination under Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act of 1990;
 - c. How bullying, cyber-bullying, hazing, retaliation, and abusive conduct are different from discrimination and may occur separately from each other or in combination;
 - d. How bullying, cyber-bullying, hazing, retaliation, and abusive conduct are prohibited based on ~~the students' or employees' actual or perceived characteristics, including~~ race, color, national origin, sex, ~~disability,~~ religion, ~~gender identity, sexual orientation, or other physical or mental attributes, or conformance or failure to conform with stereotypes~~ disability; ~~and~~
 - e. The right of free speech and how it differs for students, employees, and parents; and
 - e-f. Safe digital citizenship as defined in Utah Code § 53G-7-1202(1)(a);
2. Complement the suicide prevention program required for students and the suicide prevention training required for licensed educators; and
3. Include information on when issues relating to these standards may lead to employee or student discipline.

[Utah Code § 53G-9-607\(1\), \(2\) \(2024\)](#)

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[Utah Admin. Rules R277-613-4\(6\) \(October 8, 2024\)](#)
[Utah Admin. Rules R277-613-5\(1\)\(c\) \(October 8, 2024\)](#)
[Utah Admin. Rules R277-605-6\(4\) \(July 22, 2022\)](#)

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This training shall be provided to all new employees, coaches, and volunteers within the first year of service and shall be provided to all employees, coaches, and volunteers at least once every three years after the initial training.

[Utah Admin. Rules R277-613-4\(7\) \(October 8, 2024\)](#)
[Utah Admin. Rules R277-605-6\(4\) \(July 22, 2022\)](#)

In addition to training school employees and educating students mentioned above, all volunteer coaches, employees, and students involved in any curricular athletic program or any extra-curricular club or activity shall:

1. Complete bullying, cyber-bullying, harassment, hazing, and abusive conduct prevention training prior to participation;
2. Repeat bullying, cyber-bullying, harassment and hazing prevention training at least every three years;
3. Be informed annually of the prohibited activities list provided previously in this Policy and the potential consequences for violation of this Policy.

The content of this activity training shall be developed in collaboration with the Utah High School Activities Association (UHSAA) and the training shall also be provided in collaboration with UHSAA. The school shall obtain and keep signature lists of the participants in the activity training.

[Utah Admin. Rules R277-613-7 \(October 8, 2024\)](#)
[Utah Admin. Rules R277-605-6\(4\) \(July 22, 2022\)](#)

Teachers should discuss this policy with their students in age-appropriate ways and should assure them that they need not endure any form of bullying, harassment, hazing, or cyber-bullying.

[Utah Code § 53G-9-605\(3\)\(i\)\(ii\), \(4\) \(2024\)](#)

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The District may also offer voluntary training to parents and students regarding bullying, cyber-bullying, hazing, abusive conduct, and retaliation.

[Utah Code § 53G-9-607\(2\)\(c\) \(2024\)](#)

The principal or designee responsible for reviewing and investigating allegations of bullying, cyber-bullying, hazing, retaliation, and abusive conduct shall receive training on conducting a review and investigation as provided for in this policy.

[Utah Admin. Rules R277-613-5\(1\)\(b\) \(August 8, 2023October 8, 2025\)](#)

District Coordinator—

The District shall designate at least one individual who can provide training to each school principal or designee responsible for school training and oversight. This individual also oversees implementation of action plans, monitors implementation of

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this policy regarding communication plans, acts as the District's liaison to the State Board of Education regarding bullying, cyber-bullying, hazing, abusive conduct, and retaliation, and assists with school case-specific needs.

[Utah Admin. Rules R277-613-5\(1\)\(c\) \(October 8, 2024\)](#)

Assessment—

~~Subject to the requirements of Utah Code § 53E-9-203 regarding parental consent for certain types of inquiries of students, e~~ Each school shall regularly (and at least once per year) ~~conduct assessment through student input (surveys, reports, or other methods)~~ of the prevalence of bullying, cyber-bullying, and hazing in the school, and specifically in locations where students may be unsafe and adult supervision may be required such as playgrounds, hallways, and lunch areas.

[Utah Admin. Rules R277-613-4\(4\) \(October 8, 2024\)](#)

[Utah Code § 53E-9-203 \(2024\)](#)

Publication and Acknowledgment—

A copy of this policy shall be included in student conduct handbooks, employee handbooks, shall be provided to the parent of each student enrolled in the District, and shall be available on the District website.

Each student 8 years of age and older and a parent of each student enrolled in the District shall annually provide a signed statement stating that the student and parent has received a copy of this policy; however, such a statement is not a substitute for having met the training requirements of this policy.

[Utah Code § 53G-9-605\(3\)\(i\), \(4\) \(2024\)](#)

[Utah Admin. Rules R277-613-4\(1\)\(d\), \(2\) \(October 8, 2024\)](#)

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Parental Notification of Incidents and Suicide Threats—

The school shall promptly notify a student's parent when the student is involved in an incident (whether as a target or as a perpetrator) or when a student threatens suicide. When the student is involved in an incident, the parent shall also be notified of the action plan. In addition to giving notice of the incident or threat, the school shall also provide the parent with (1) suicide prevention materials and information as recommended by the State Superintendent, (2) information on ways to limit a student's access to fatal means (including firearms and medication), and (3) information and resources on the healthy use of social media and online practices. (See Policy FDACE.)

The school shall produce and maintain a record that verifies that the parent was notified of the threats or incidents listed above and provided the required information. If applicable, the record shall also track implementation of the action plan. The record is a private record for purposes of the Government Records Access and Management Act.

The process for notifying a parent shall consist of:

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1. The school principal or designee shall attempt to make personal contact with a parent when the school has notice of a threat or incident listed above. It is recommended that the parent be informed of the threat or incident with two school people present. If personal contact is not possible, the parent may be contacted by phone. A second school person should witness the phone call.
2. Contact with the parent must be documented in a "Verification of Parent Contact Regarding Threat or Incident." When there is an action plan, the documentation shall be supplemented to track implementation of the action plan.

(A copy of the "Verification of Parent Contact Regarding Threat or Incident" is attached below.) Subject to laws regarding confidentiality of student educational records, at the request of a parent, a school may provide information and make recommendations related to an incident or threat.

[Utah Code § 53G-9-604 \(2024\)](#)
[Utah Admin. Rules R277-613-4\(3\) \(October 8, 2024\)](#)

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The record of parental notification shall be maintained in accordance with Policy FE, Policy FEA, [Title 53E, Chapter 9, Part 3, Student Data Protection](#), [Title 53E, Chapter 9, Part 2, Student Privacy](#), and the Federal Family Educational Rights and Privacy Act ("FERPA"). A copy of the record of parental notification shall upon request be provided to the student to whom the record relates. After the student has graduated, the District shall expunge the record of parental notification upon request of the student.

[Utah Code § 53G-9-604\(2\)\(a\)\(iii\), \(4\) \(2024\)](#)

Report to State Superintendent—

Each year, on or before June 30, the District shall submit a report to the State Superintendent which includes (1) a copy of the District's bullying policy; (2) confirmation of compliance with the requirement to obtain a signed acknowledgment of the policy from students, parents, and employees; (3) verification of required training regarding bullying, cyber-bullying, hazing, retaliation, and abusive conduct; (4) the number of verified incidents of student bullying, cyber-bullying, hazing, and retaliation; and (5) the number and type of those incidents that included a student ~~or employee~~ who was allegedly bullied, cyber-bullied, hazed, or retaliated against because of the student's ~~or employee's~~ actual or perceived disability, race, national origin, religion, sex, gender identity, sexual orientation, or other characteristic, including the federal reporting requirements for civil rights violations.

[Utah Admin. Rules R277-613-5\(12\) \(October 8, 2024\)](#)

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VERIFICATION OF PARENT OR GUARDIAN CONTACT REGARDING THREAT OR INCIDENT

I, [Name] _____, principal or principal's designee, contacted [Name of parent or guardian] _____ on [Date] _____ and notified him or her that [Name of student] _____ has made suicidal threats or was involved in an incident of bullying, hazing, cyber-bullying, abusive conduct, or retaliation. Contact was made:

[☐] in person
[☐] by telephone (number used: _____)
[☐] by email (email address used: _____)
[☐] by other method (specify): _____

Notice was given of:

[☐] suicide threat [☐] bullying [☐] cyber-bullying [☐] abusive conduct [☐]
hazing [☐] retaliation

If notice was given of a suicide threat, information was provided as required regarding suicide prevention, ways to limit student access to lethal means, and healthy use of social media and online practices.

If notice was given of an incident, the parent was informed that retaliation is prohibited and should be reported, of the process for addressing the incident, was updated on the progress of the process, was informed of the action plan, and was informed of the result of the process as follows:

Date: _____ Nature of contact: _____
Date: _____ Nature of contact: _____
Date: _____ Nature of contact: _____

[Attach additional pages as needed to document communication with parent][Name of school staff member] _____, witnessed the contact and confirmed that information was provided.

Principal or Principal's Designee Title Date

School Staff Member Title Date

GCSD Bullying Incident Report

In accordance with Grand County School District Policy FGAD

I. Initial Report

Student who was targeted: _____ ☐ Male ☐ Female Grade: __ School: _____

Person Reporting or Complainant*: _____ Date: _____

Type of Complainant

- ☐ Student
☐ Parent/Guardian
☐ Staff
☐ Other (Please specify)

*If the person reporting is left blank or marked "Anonymous", reports will be investigated according to standard procedures. All reports are investigated. However, if the report cannot be substantiated by other witnesses or other means, the school cannot implement disciplinary action solely on an anonymous report.

Frequency of Targeting (with the Perpetrator)	Frequency of Targeting (with other Perpetrators)
☐ First Time	☐ First Time
☐ A Few Times a Year	☐ Once a Week
☐ At Least Once a Month	☐ 2-3 a Week
☐ 2-3 a Month	☐ At Least Once a Day
☐ Once a Week	☐ 2-3 a Month
☐ 2-3 a Week	☐ Multiple Times a Day
☐ At Least Once a Day	
☐ Multiple Times a Day	

Student(s) who perpetrated (include grade level and gender) _____

Frequency of Reported Bullying Offenses	FOR ADMINISTRATORS ONLY
☐ First Time	Number of Reported Bullying Offenses:
☐ A Few Times a Year	
☐ At Least Once a Month	
☐ 2-3 a Month	
☐ Once a Week	Behaviors Described:
☐ 2-3 a Week	
☐ At Least Once a Day	
☐ Multiple Times a Day	☐ Same Target ☐ Different Target

Location of Incident (Write Down Specifics)

- ☐ Cafeteria ☐ Via Text Message ☐ Bus ☐ Classroom
☐ Gymnasium ☐ Library ☐ Hall ☐ Stairway
☐ Playground ☐ Via Social Media ☐ Field ☐ Bathroom
☐ Via Email ☐ Via Instant Messenger ☐ Learning Center ☐ Other: _____

Activity Taking Place During Incident

- ☐ Transistion ☐ Teacher Directed ☐ Bathroom Break ☐ At Home
☐ Classroom Entry ☐ Class Free Time ☐ Lunch
☐ Independant Work ☐ Classroom Exit ☐ Recess
☐ Partner or Group Activity ☐ Game ☐ Other: _____

Behavior

Write a specific description of what happened - words that were said, how many times, etc. Then complete the check boxes.

Reporter:**Witness Statements****Offender Statements:**

Physical Aggression ☐ Hit ☐ Pushed ☐ Kicked ☐ Took Materials or Items ☐ Damaged Materials or Items ☐ Inappropriate Touching ☐ Other: _____	Verbal Aggression ☐ Teasing ☐ Threatening ☐ Name Calling ☐ Inappropriate Gesture ☐ Other: _____
Relational Aggression ☐ Spreading Rumors ☐ Excluding ☐ Intimidating Staring or Looks ☐ Other: _____	Cyber Aggression ☐ Teasing ☐ Threatening ☐ Name Calling ☐ Spreading Rumors ☐ Other: _____

Other Behavior Information**Words or actions, expressed harassment, or discrimination toward the following:**

- | | | | |
|---|-------------------------------------|---------------------------------------|---|
| ☐ Racial/Ethnic | ☐ Religious | ☐ Physical | ☐ Gender Identity/Expression |
| ☐ Sexual Orientation | ☐ Disability | ☐ Ancestral | |
| ☐ Sexuality/Sex | ☐ Weight | ☐ Other: _____ | |

How did the student who was victimized respond?

- | | | |
|---|---|---|
| ☐ Said "Please Stop" | ☐ Physically Fought Back | ☐ Told an Adult |
| ☐ Walked Away | ☐ Verbally Fought Back | ☐ Cried or Visibly Upset |

☐ Other: _____

List the names of all peers who were present and near enough to witness or overhear the incident: _____

How did the peers intervene? Check all that apply. To the right of each checked box, write the name (if known) of who engaged in that behavior.

☐ Intervened

- ☐ Told the student who was bullying to stop
- ☐ Told the student who was targeted to come with them
- ☐ Immediately got an adult
- ☐ Verbally fought back
- ☐ Physically fought back
- ☐ Other: _____

☐ Walked Away

☐ Watched but did not say or do anything

☐ Watched and gave positive response to the aggressive behavior

- ☐ Laughed
- ☐ Smiled
- ☐ Verbally encouraged
- ☐ Other: _____

☐ Joined in

How did adults who were present respond? Check all that apply. To the right of each checked box, write the name (if known) of who engaged in that behavior.

☐ Intervened

- ☐ Ignored
- ☐ Verbal Reprimand
- ☐ Moved student(s) to new location
- ☐ Sent student(s) to Office
- ☐ End the task or activity
- ☐ Other: _____

What was the immediate result for the student who perpetrated the aggressive behavior? Check all that apply.

☐ Negative Peer Attention

☐ Gained Technology

☐ Gained access to Game or Activity

☐ Positive Peer Attention

☐ Caused Anger

☐ Caused access to social group/peer attention

☐ Gained Adult Attention

☐ Caused Fear or Pain

☐ Gained Property

☐ Removed from Task or Activity

Is there any physical evidence that may support the investigation?

☐ Surveillance Video Date _____ Location _____ Time _____

☐ Audio Recording

☐ Notes

☐ Emails

☐ Social Media

☐ Texts

☐ Photos

☐ Screenshots or Grabs

☐ Graffiti

Submission Process: Upon submission, a Designated Administrator will review the reports to determine if it falls under school district authority and policy. An investigation will follow, including evidence gathering and interviews. Based on findings, interventions or disciplinary actions may

be taken. All parties will be notified of the outcome, and records will be maintained and kept confidential.

GCSD Bullying/Harassment/Retaliation Investigation

II. Initial Investigation

Date of Bullying Report:

Designated Administrator:

Date Designated Administrator Received Report:

Date Investigation Started:

Date Investigated Completed:

Investigator:

Initial Questions

Is the alleged bullying incident(s) within the school district's authority to investigate?

☐ Yes ☐ No

If No, notify the Complainant and provide resources for support.

If Yes, move to the next question.

Is the alleged bullying incident within the scope of the bullying prevention GCSD [FGAD](#)?

☐ Yes ☐ No

If No, the report should be promptly investigated pursuant to the applicable school policy.

If Yes, promptly investigate the complaint pursuant to the bullying prevention policy.

If possible criminal conduct is indicated in the report, was law enforcement notified?

☐ Yes ☐ No ☐
N/A

Questions I Asked the Student

- | | | |
|--|--|--|
| ☐ What happened first? | ☐ What were you feeling? | ☐ How do you think they felt? |
| ☐ What happened next? | ☐ How do you feel about it now? | ☐ What could you have done differently? |
| ☐ What were you thinking at the time? | ☐ Who else was affected? | ☐ What do you think needs to happen to make things right? |

Administrator Observations

☐ Calm	☐ Upset	☐ Crying	☐ Angry	☐ Defensive	☐ Withdrawn	☐ Remorseful	☐ Other: _____
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Notes

III. Formal Investigation Information

Investigator to inform each interviewee: "To the extent allowed by law, you are required to keep all details of this interview confidential. Further reports of bullying will become part of this review." (Exceptions to confidentiality will be addressed in accordance with LEA policy).

Information to be collected and evaluated as part of the investigation may include, but is not limited to description of the alleged bullying incident(s), including date(s), times(s), locations(s), methods(s) (e.g., physical, verbal, written, electronic/social media, psychological, social, images or items displayed or worn, how often the incident(s) occurred, whether an imbalance of power exists between the target and perpetrator, and whether the alleged bullying was based on any protected category under federal and state law and school board policy):

Identify all individuals involved in the alleged bullying incident(s): Include the student(s) reported as subjects, the individuals reported as offenders, and the individuals who witnessed or have knowledge about the alleged bullying; include relevant information regarding the individuals (e.g., student grade and school; contact information if not a student or school district staff member) and, if applicable, the relationships among the involved individuals:

- ☐ Interview with student subjected to the incident
- ☐ Interview with individual alleged offender
- ☐ Interview with parents of the subject subjected to the incident
- ☐ Interview with parents of the alleged offender
- ☐ Interview with specific staff (counselor, teacher etc).
- ☐ Others involved :

Identify whether the Complainant alleged that the incident(s) was based on a protected class, e.g. disability, race, sex, religion; if yes, refer to the appropriate policy and procedure addressing nondiscrimination/equal opportunity or sexual harassment under Title IX:

Identify whether any of the students involved in the alleged bullying incident(s) receive special education services under an IEP or a Section 504 Plan (this includes if any of the students are in the process of being referred or evaluated for special education services; if yes, refer to the student's IEP or 504 Plan and contact the special education director or Section 504 coordinator):

Review evidence of alleged bullying provided to the school and in the school's possession (e.g., school or bus surveillance video, cell phone video, photographs, digital images, emails, letters, written statements, notes, police reports):

Identify whether there were any previous incidents of bullying or other behavior alleged or verified:

Identify additional school staff, if any, involved in the investigation and their role:

Determine whether any interim measures should be implemented for any of the involved students and, if so, describe and attach documentation as appropriate:

Determine whether the alleged bullying adversely affected any of the involved students’ education or educational environment. Provide examples as necessary so students are able to accurately respond:

Any additional information relevant to the complaint and investigation:

GCSD BULLYING K-12 DECISION TREE

Investigative Process
<p>Utah Rule R277-613 - If an allegation is made of potential bullying, investigate the incident by interviewing:</p> <ol style="list-style-type: none">1. The alleged victim2. The individual who is alleged to have engaged in the conduct3. Parents of both the alleged victim and the individual who is alleged to have engaged in the conduct4. Any witnesses <p>Use the GCSD Bully Incident Form and document investigation and findings in Panorama</p> <p>*After completion of the interviews proceed to the questions below:</p>

Question	Analysis	Answer/Resources
1. Was the incident a threat of violence towards another person?	Determine if the student made a potential threat of violence in written, verbal or physical form towards another individual(s).	☐ Yes = Proceed to CSTAG Threat Assessment Form ☐ No = Proceed to Question 2
2. Was the incident potentially sexual in nature?	Determine if you have enough evidence to show that the incident is potentially related to sexual misconduct or assault that should be addressed by the Title IX protocol.	☐ Yes = Proceed to Title IX Intake Form ☐ No = Proceed to Question 3
3. Does the incident meet the criteria for harassment?	<p>Determine if the student's behavior met any of the criteria for harassment.</p> <p>As defined in Policy FGAD "Harassment" refers to unwelcome conduct targeted at an individual or group of individuals, that is derisive, demeaning, or disparaging in nature and is based in whole or in part on the individual's age, race, color, sex, pregnancy, religion, national origin, marital status, disability, sexual orientation, or gender identity, or because an individual conforms or fails to conform with a real or perceived stereotype.</p>	☐ Yes = Meets criteria for Harassment, proceed to FA(P) (Discrimination and Harassment) ☐ No = Proceed to Question 4 For all classified harassment incidents: <ol style="list-style-type: none"> Schools should take prompt and effective steps to stop the harassment, implement supportive measures and prevent recurrence Document incident in Panorama as <i>Non-Sexual Harassment</i>
4. Does the incident(s) meet the criteria for bullying as defined by state code 53G-9-601 .	<p>Student Bullying means one or more students, with the intent to cause harm, repeatedly committing a written, verbal, or physical act against another student, or engaging in a single egregious act toward another student involving an imbalance of power, that:</p> <p>"Bullying" means intentionally committing a written, physical, or verbal act against a school employee or student that a reasonable person under the circumstances should know or reasonably foresee will have one of the following effects:</p> <ol style="list-style-type: none"> causing physical or emotional harm to the school employee or student; causing damage to the school employee or student's property; placing the school employee or student in reasonable fear of: <ol style="list-style-type: none"> harm to the school employee's or student's physical or emotional well-being; or damage to the school employee's or student's property. creating a hostile, threatening, humiliating, or abusive educational environment due to: <ol style="list-style-type: none"> the pervasiveness, persistence, or severity of the actions; or a power differential between the bully and the target; or substantially interfering with a student having a safe school environment that is necessary to facilitate educational performance, opportunities, or benefits. <p>This could also include:</p> <ul style="list-style-type: none"> Cyber-bullying: using the Internet, cell phone or another device to send or post text, video or an image with the intent or knowledge, or with reckless disregard, that the text, video, or image will hurt, embarrass, or threaten an individual regardless of whether the 	☐ Yes = Meets criteria for bullying For all classified bullying incidents: <ol style="list-style-type: none"> Send Utah code 53G-9-604 and resource materials to parents Protect potential victims through supportive measures and Behavior Support Intervention Plan Consider severity of incident(s) for disciplinary action as per GCSD Discipline and Consequence Guide Document in Panorama as <i>Bullying</i> Resources: Utah Parent Center - Bullying Stop Bullying on the Spot

	individual directed, consented to, or acquiesced in the conduct, or voluntarily accessed the electronic communication. <ul style="list-style-type: none"> • Hazing: per definition of 53G-9-601. 	
Considerations		
According to 53G-9-601 : Student bullying does not mean instances of: <ul style="list-style-type: none"> • Ordinary teasing, horseplay, argument, or peer conflict. Additional considerations may include: <ul style="list-style-type: none"> • Developmental ages of students, if someone was harmed, whether there was intention to cause harm, and whether the incident can be easily resolved. 		☐ Less serious non-bullying incident 1. Offer supportive measures 2. Communicate with parents Parent Guidance

IV. Findings

Evaluate the information and evidence collected through the investigation and determine findings (i.e., did or did not find the alleged conduct constitutes bullying or other prohibited behavior under the bullying prevention model policy; did the alleged conduct affect any of the involved students' education or educational environment; and why): Maintain bullying reports, investigation documentation and evidence, written findings reports (if any), record of parent notification, and records of any responsive actions/action plans in accordance with applicable law, local school board policy and procedures, and the school district's record retention manual.

Summary of evidence for determination

- ☐ Found grounds to substantiate the report as a bullying incident (orange hard file and Panorama SIS- under student respondent)
- ☐ Notice that retaliation is prohibited and should be reported.
- ☐ Did not find grounds to substantiate the allegations & contact all parties with findings.
- ☐ Did not find enough information to make a judgement on the allegations & contact all parties with determination.

All finding options listed above were communicated by:

- ☐ phone
- ☐ email
- ☐ in person

Date_____

Time_____

Spoke with_____

Summary of Conversation

Substantive Universal Bully Prevention Supports to develop Behavior Intervention/ReEntry

What is the student trying to communicate through behavior?

What Skill might the student need to learn?

How will we support the student moving forward?

Serious Substantive Universal Bully Prevention Supports to develop Behavior Intervention/ReEntry

Chronic Bullying “Three of more unwanted or intrusive negative, aggressive, harmful, hurtful, damaging and or distressing direct of indirect acts, words or gestures toward a student to group of students by another that result in three or more office discipline referrals are teacher/staff parent student reports in the year.”

Chronic Bullying may result in conducting a Functional Behavior Assessment (FBA) of Bullying (contact Direct of Student Services)

and development of a Behavior Intervention Plan for the Student.

Student’s Chronic Bullying is:

☐Physical

☐Verbal

☐Relational

☐Cyber

V. Action Plans

ACTION PLAN: SUBJECT OF BULLYING (Claimant)

What follow-up measures have been or will be taken with the student who was victimized? Check all that apply and list the dates to the right of each item for when follow-up have or will occur. The action plan with respect to the student to whom the incident was directed includes a tailored response to the incident, accommodations * such as decreased exposure interactions, notification of consequences and a plan to address the behavior of the student who cause the incident, supportive measures to preserve access to education services and opportunities, and access to other resources request by the parent to the extent available. Intervention references taken from Bullying Solutions Universal & Individual Strategies .

- ☐ None at this time
- ☐ Decreased Exposure/Interactions
- ☐ Phone call to parents/parent conference
- ☐ Mentoring
- ☐ Conflict mediation
- ☐ Increased Supervision
- ☐ Schedule Change (lunch, class, exit, and entrance into building)
- ☐ Advertising for Success
- ☐ Transportation change
- ☐ Safety Interview
- ☐ Mental health assessment
- ☐ Positive Self Talk Training
- ☐ Recommendation of mental health services outside of school
- ☐ Alternative educational options (e.g. remote learning, online, hybrid, location change)
- ☐ Walking School Bus
- ☐ Law enforcement consultation
- ☐ Peer Buddy
- ☐ Assessing Need for Support
- ☐ No contact orders
- ☐ No Contact Agreements
- ☐ CBT Reduce Anxiety
- ☐ Leave of absence
- ☐ Empowerment
- ☐ Accommodation of work load
- ☐ Cross- Age Peer
- ☐ Cyberbullying Prevention
- ☐ Counselor Support or referral to school based therapy
- ☐ Referral to Student Support Team
- ☐ Other: _____

Communication For Implementation of Plan:

Method of communication with parents: investigation conclusion, safety measures, FERPA

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Frequency of updates:

Parent Involvement

- ☐ Parent participated in the development and implementation of the action plan.
- ☐ School developed and implemented an action plan without parent involvement.

ACTION PLAN: OFFENDER (Respondent)

What follow-up measures have been or will be taken with the student who perpetrated the aggressive behavior? Check all that apply and list the dates to the right of each item for when follow-up have or will occur. The action plan with respect to the student who caused the incident includes tailored and appropriate consequences, a process to determine and provide needed resources, supportive measures to preserve access to educational services and opportunities while protecting safety and a process to remove the student in an emergency situation. Intervention references taken from Bullying Solutions Universal & Individual Strategies .

- ☐ None at this time
- ☐ Phone call to parents/ parent conference
- ☐ Decreased Exposure/Interactions
- ☐ Mentoring
- ☐ Re-Entry Team Conversation
- ☐ Peer Intervention
- ☐ Bus Management
- ☐ Corrective Consequences
- ☐ Demerit System
- ☐ Debriefing
- ☐ Parent Edu & Collab
- ☐ Earning Back Privileges
- ☐ Response Cost
- ☐ Conflict mediation
- ☐ Check-In/Check Out
- ☐ Schedule Change (lunch, class, exit, and entrance into building)
- ☐ Behavior Contract
- ☐ Transportation change
- ☐ Meaningful Work
- ☐ Mental health assessment
- ☐ Compliance Training
- ☐ Video Self Monitor
- ☐ Walking School Bus
- ☐ Recommendation of mental health services outside of school
- ☐ Alternative educational options (e.g. remote learning, online, hybrid, location change)
- ☐ Assess Academic Needs
- ☐ Restorative Conversation
- ☐ Law enforcement consultation
- ☐ No contact orders
- ☐ Behavioral Intervention Plan, Functional Behavioral Analysis (FBA Bullying)
- ☐ Skills deficit, explicit instruction (4-6 weeks) of deficit social, emotional, behavioral instruction.
- ☐ Staff Assigned Consequence

☐ Administrative Assigned Consequence

☐ Police Notified

☐ Student Referred to Student Support Team

☐ Review of Case Scheduled

Actions Taken (Panorama)

Communication For Implementation of Plan:

Method of communication with parents: (investigation conclusion, safety measures, FERPA)

Frequency of updates:

Parent Involvement

- ☐ Parent participated in the development and implementation of the action plan.
- ☐ School developed and implemented an action plan without parent involvement.

Verification of Parent or Guardian Contact Regarding Threat or Incident

This form is a record required to be maintained securely and confidentially by the school, consistent with Utah Code 53G-9-604 following parent notification of student:

- Suicide threat
- Bullying incident
- Cyber-bullying incident
- Hazing incident
- Retaliation incident
- * Substantive/Serious Substantive Threat

THIS FORM SHOULD NOT BE USED TO NOTIFY PARENT(S) OF THE INCIDENT

I (NAME) , principal or principal's designee, contacted (NAME OF PARENT/GUARDIAN) on (DATE), and notified him or her that (NAME OF STUDENT) has made suicidal threats, or was involved in an incident of bullying, hazing, cyber bullying, abusive conduct, or retaliation.

Method Notification:

- ☐ Phone
- ☐ Email
- ☐ Mail
- ☐ In-Person
- ☐ Other (Specify) _____

Incident Type Parent was notified of:

- ☐ Suicide threat
- ☐ Bullying incident
- ☐ Cyber -bullying incident
- ☐ Hazing incident
- ☐ Retaliation
- ☐ Substantive/Serious Substantive Threat

If notice was given of a suicide threat, information was provided as required regarding suicide prevention, ways to limit student access to lethal means, and healthy use of social media and online practices.

If notice was given of an incident, the parent was informed that retaliation is prohibited and should be reported, of the process for addressing the incident, was updated on the progress of the process, was informed of the action plan, and was informed of the result of the process as follows:

Date	Nature of Contact
<div></div>	
Date	Nature of Contact
<div></div>	
Date	Nature of Contact
<div></div>	

Notification Details

Parent was notified of the incident by:

(Designated School Employee's Name/Signature)

Witness Name to Parent/Guardian Contact

(Designated School Employee's Name/Signature)

Date/Time parent was notified

Parent Contact Information:

Name:

Email:

Phone Number: