

**GRAND COUNTY BOARD OF EDUCATION
WORKSHOP AGENDA
September 13, 2017
3:30 pm**

I Agenda Items

- a. Middle School Project
- b. Strategic Planning
- c. CRA Progress
- d. Parks and Rec Interlocal Agreement
- e. Time Card +
- f. District Attorney
- g. Bullying Survey
- h. Board policies for approval:
 - 1. 4104: Grievances
 - 2. 4114: Vacancy, Hiring, Change in Assignment
 - 3. 4121: Teacher Contracts
 - 4. 4122: Employment Regulations-Compensation
 - 5. 4124: Extra pay for Extracurricular...
 - 6. 4125: Medical Insurance
 - 7. 4152: Retirement Service Credit Purchases
 - 8. 4153: Reduction in Force
 - 9. 4140: Personnel Absences and Leave
- i. Policies for deletion
 - 1. 4118: Job Sharing
- j. New GCSD Policies for adoption:
 - 1. 6930-Bullying-Hazing
 - 2. 5510-Safe Schools
 - 3. 5520-Safe Schools Alcohol and Drugs
 - 4. 5530-Safe Schools Sexual Harassment
 - 5. 5540-Safe Schools Discipline of Students with Disabilities
 - 6. 5550-Safe Schools Disruptive Student Behavior
 - 7. 5560-Safe Schools Emergency Safety Interventions
 - 8. FED-Student Data Protection

Grand County School District
Board of Education Workshop
9/20/2017

Type of Item Information

Agenda Item Middle School Project

Background Information The board needs to discuss the Middle School Facility and how they want to proceed on remodel or rebuild.

Attachments
2007 Facility Review Middle School
2012 Middle School Feasibility Study
Alpine Review of Middle School

Grand County School District
Board of Education Meeting
9/20/17

Type of Item Information

Agenda Item Strategic Planning

Background Information Our Strategic Planning meeting is 9/26 at 5:00 PM at the HMK Library. Below are the Committee members.

Attachments

Strategic Planning				
Administration	Staff	Parents	Students	Board
JT Stroder	Jill Tatton	Mel McCandless	Brooklin Hugentobler	Melissa Byrd
Robert Farnsworth	Nikki Wilson	Dr. Phil Kopell	Grace Osusky	Beth Joseph
Steve Hren	Hank Postma	Janel Arbon	Tyler Moreau	Jim Webster
Melinda Snow	Kenny Lindsay	Kathy Lacy		Britnie Ellis
Taryn Kay		Debbie Munger		Peggy Nissen
Jim Stocks		Heidi Wainer		
Sherrie Buckingham				

Grand County School District
Board of Education Meeting
8/16/17

Type of Item Information

Agenda Item CRA Market Study

Background Information We will update the board on any progress made toward the CRA.

Attachments:

Grand County School District
Board of Education Meeting
9/20/17

Type of Item Information

Agenda Item Parks and Rec Interlocal

Background Information Robert and I met with Tif Miller to discuss the Interlocal agreement with the Parks and Rec Department that has been in place. Basketball is currently not part of the agreement. Tif is going to ask about taking it back over. After much thought I have come up with three options that increases district involvement.

Attachments: Parks and Rec Interlocal Agreement Options
Interlocal Proposed

Parks and Rec Interlocal Agreement Options:

Option 1:

- a. Negotiate our AD in agreement as coordinator over MS Sports.
- b. Request a reduction in the \$25,000 as BB is not in agreement any longer

Option 2:

- a. Leave rate at \$25,000
- b. Add BB back in agreement
- c. Negotiate our AD in agreement as coordinator over MS Sports.

Option 3:

- a. We take FB and VB back
- b. Request a reduction to \$10,000 for facilities uses between entities

INTERLOCAL AGREEMENT AS TO THE PROVISION OF COUNTY-WIDE RECREATION SERVICES, BY AND AMONG THE CITY OF MOAB, THE GRAND COUNTY SPECIAL SERVICES RECREATION DISTRICT AND THE GRAND COUNTY SCHOOL DISTRICT

Pursuant to the Interlocal Cooperation Act (Sections 11-13-1 et. seq., Utah Code Annotated) and for the mutual benefit of the citizens, inhabitants and constituents of the City of Moab ("City") the Grand County School District, ("School District") and the Grand County Recreation Special Service District ("GCRSSD"), the City, the School District and the GCRSSD hereby agree as follows:

1. Purpose. The purpose of this agreement is to provide to some extent for coordinated recreation services, facilities, funding and programs for residents of Grand County.

2. Mission and Philosophy. The parties hereby agree to espouse and promote the mission, philosophy and goals of the Moab City Recreation Department in carrying out the responsibilities of Moab City Recreation programs administered by this agreement. The mission, philosophy and goals of the Moab City Recreation Department are as follows:

Moab City Recreation Mission Statement

The mission of Moab City Recreation is to improve the quality of life for all Grand County residents by providing a wide variety of recreation and leisure activities, programs, facilities, services and special events that encourage positive community involvement. Moab City Recreation strives to encourage fair play, honesty, teamwork and sportsmanship in every endeavor, and to create community pride and unity through its contributions.

Moab City Recreation Philosophy and Goals

- A. *Promote enjoyment of recreation and leisure time by organizing and offering organized athletic and arts and leisure programs, activities, and events for the members of our community.*
- B. *Provide out-of-school recreation opportunities for the children in our community.*
 - 1. *Involve all children who wish to participate, regardless of knowledge of the activity or sport, skill level or financial status.*
 - 2. *Value each child as a member of the group and emphasize the importance of cooperation, teamwork, personal improvement and growth, and good sportsmanship.*
 - 3. *Improve individual skills and ability through practice and competition.*
- C. *Provide organized athletic activities, programs, and other recreational opportunities and special events for adults in our community.*

3. Provision of Services- Immediately upon this agreement's becoming effective as provided for herein, specific recreation programs shall be provided for residents of Grand County by the Moab City Recreation Department. Recreation Services provided shall include, but not be limited to: baseball and baseball tournaments, softball and softball tournaments, football, basketball, soccer, ~~wrestling~~, volleyball, middle school sports programs, ~~track and field~~, arts and leisure activities, swimming programs, special events, races, **summer camps, misc. adult sports programs**, and other community programs that fulfill the mission of the Moab City Recreation Department. The City will provide and maintain all materials necessary for the provision of services

outlined herein. The Moab City Recreation Department shall be under the legislative direction of the Moab City Council and the administrative direction of the Moab City Manager. The City Manager will direct the activities of the **Parks, Recreation and Trails Director** ~~Recreation Coordinator~~, who will direct the activities of Recreation Department employees and volunteers. Unless specified otherwise in writing, the Moab City Recreation Department will be located at the Moab City Offices, ~~115 W 200 S Street~~ **217 E Center Street**.

4. Provision and Maintenance of Facilities- The City shall provide the Center Street Ballpark, the Center Street Gym, Moab City parks, the Moab Arts and Recreation Center, the Moab Recreation and Aquatic Center and other Moab City facilities as necessary to provide services and programs as outlined herein, provided that the other entities hereto shall have priority over non-City Recreation uses for use of said facilities, provided that said use promotes the purposes of this agreement. The School District shall provide the **High School**, Middle School, **and HMK Gyms** and school district playing fields as necessary to provide recreation services and programs outlined herein. The School District shall also provide other School District facilities as feasible, provided that the Recreation Department shall have second priority under School District programs for use of said facilities **described above**. The GCRSSD shall facilitate provision of the Spanish Trail Arena, **the OSTA ballfields, and other facilities/spaces** as necessary to provide recreation services and programs outlined herein, provided that the Recreation Department shall have second priority under Spanish Trail Arena events and programs for use of the facility. All facilities provided pursuant to this agreement shall be provided free of charge to the other entities hereto, except that owners of facilities may be compensated for extraordinary costs or damages to the facility. Each party is responsible for the maintenance of property and facilities provided pursuant to this agreement.

5. Indemnification- The **GCRSSD**, the City, and School District shall not indemnify one another for negligence in performing maintenance duties as outlined herein.

6. Financial Responsibilities- Each party shall contribute ~~a percentage~~ **the following fixed amount** of the intergovernmental contributions and/or subsidies for the budget of the Moab City Recreation Fund. **The fixed amount is to be reviewed every two (2) years:**

GCRSSD-\$75,000

School District-\$25,000

City of Moab- Responsible for remaining contribution

All contributions will be paid to the City of Moab within 30 days of invoice from the City.

7. Administration of Moab City Recreation Budget and Capital Improvements Plan- The City will administer the budget for the Moab City Recreation Department, including the Recreation Department, the Moab Arts and Recreation Center, and the Moab Recreation and Aquatic Center. The Superintendent will administer Capital Projects for the School District. The City Manager will administer Capital Projects for the City. The RSSD Chairperson will administer Capital Projects for **GCRSSD**.

Annual Recreation Oversight Committee activities with timeline:

~~In July of each year:~~

~~The Oversight Committee shall meet to begin an annual Capital Improvements Plan, by summarizing completed projects in past year(s), reviewing current projects in process, identifying potential shared projects for the future. Funding sources for future projects will be discussed and explored. The Recreation Capital Improvements Planning Process shall consist of an annual update of a plan that projects the recreation capital improvement needs for a 10-year period.~~

By February 15th of each year:

The Oversight Committee shall meet for the following purposes:

(a) ~~A proposed Moab City Recreation Budget will be submitted by the City Manager to the Oversight Committee provided for in Section 7 herein for review.~~ **Discuss the upcoming City of Moab Recreation budget.**

(b) ~~The Oversight Committee specifies the Recreation Capital Improvements Plan, and roles and responsibilities of each party for the funding of that plan for the next fiscal year.~~ Discuss possible capital improvement for the City of Moab Recreation Department, as well discuss possible projects that could be initiated in the future with the School District and GCRSSD

~~By March 15th of each year:~~

~~The Oversight Committee members shall submit to their own parties the proposed Moab City Recreation Budget and Oversight Committee's Capital Improvements Plan for review.~~

By April 15th of each year:

The City of Moab will forward the initial balanced City of Moab Recreation Budget to the Oversight Committee for the first review. This will be via email, and will include an update on information regarding any Capital Improvements that are being considered. Parties to the agreement shall submit, via email, their comments, responses, or suggestions to Moab City Manager **and Parks, Recreation and Trails Director** regarding the proposed Moab City Recreation Budget and/or the Capital Improvements Plan.

~~By April 30th of each year:~~

~~If necessary, an additional meeting of the Oversight Committee will take place to review the amended Proposed Moab City Recreation Budget, and/or Capital Improvements Plan. Committee members will submit to their parties the amended proposal(s) for approval.~~

By May 1st of each year:

The amended City of Moab Recreation budget will be sent out to all parties for final review. Committee members will submit to their parties the amended proposal(s) for approval. Any comments, responses or suggestion must be submitted before May 1st.

By May ~~15th~~ **30th** of each year:

Moab City, the GCRSSD and the School District shall **meet (if necessary)** to approve the Moab City Recreation Budget and appropriate funds for said Budget in their regular budget processes.

8. Administration of Agreement. An Oversight Committee comprised of the City Manager, the School District Superintendent and the Chair of the Recreation District Board shall administer this agreement. The Parks, Recreation and Trails Director, the Grand County Administrator, and the Spanish Trail Arena Manager shall act in an advisory capacity to the Oversight Committee. The Oversight Committee will review this agreement ~~as needed~~ **on a recurring three-year basis** and coordinate budgetary and other matters regarding this agreement among the governing bodies of the City, the Recreation District and the School District.

9. Control of Property. Pursuant to Section **11-13-7 (This is not in UCA)**, Utah Code Annotated, each party to this agreement shall exercise control over its respective property that is provided in fulfilling its obligations under this agreement.

10. Effectiveness and Duration of Agreement. This agreement shall become effective immediately upon its approval by resolutions of the parties' governing bodies and by execution of the agreement by appropriate officials. This agreement shall remain in effect until 60 days after a notice of by the termination is given by any party hereto to the other parties hereto.

Grand County School District
Board of Education Meeting
9/20/17

Type of Item Information

Agenda Item Time Clock

Background Information Robert and I would like to visit with the board about using the Time Clock plus software for tracking time in an out processes.

Attachments: None

Grand County School District
Board of Education Meeting
9/20/17

Type of Item Information

Agenda Item Bullying Survey

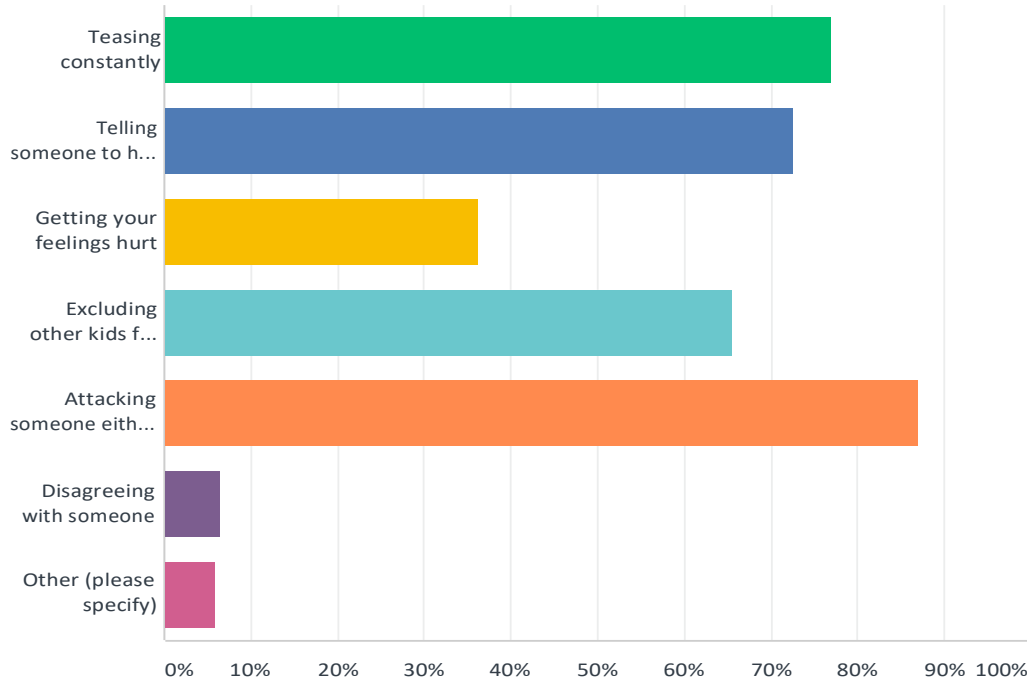
Background Information We ran a short bullying survey for grades 4-12 over the last few weeks. I will share those results with the board.

Attachments: Bullying Survey

Bullying Survey-Students

Q1 Bullying is: Please select all that apply.

Answered: 805 Skipped: 2



ANSWER CHOICES	RESPONSES
Teasing constantly	76.89% 619
Telling someone to hurt themselves	72.55% 584
Getting your feelings hurt	36.15% 291
Excluding other kids from activities on purpose	65.47% 527
Attacking someone either physically, verbally or online	87.08% 701
Disagreeing with someone	6.46% 52
Other (please specify)	5.84% 47
Total Respondents: 805	

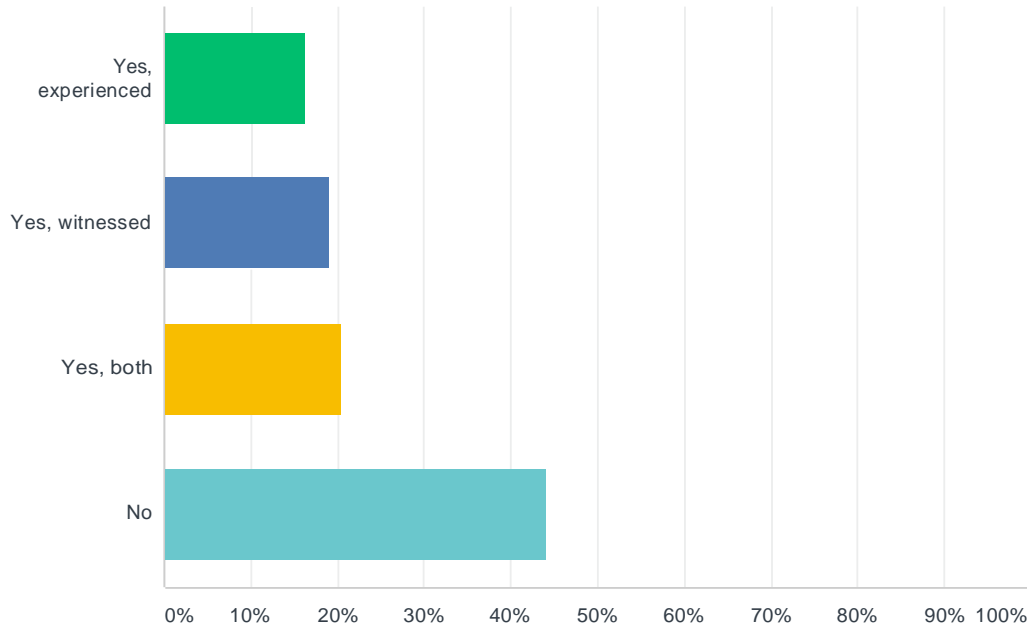
#	OTHER (PLEASE SPECIFY)	DATE
1	Telling them that they cant join in with you	8/31/2017 11:04 AM
2	mean comments	8/31/2017 11:01 AM
3	Being rude and making fun of.	8/31/2017 10:59 AM
4	Ignoring	8/31/2017 8:58 AM
5	beating up	8/25/2017 12:37 PM
6	I have	8/25/2017 11:46 AM
7	never got bullied	8/25/2017 11:46 AM
8	telling theme to go die	8/25/2017 11:15 AM
9	spreading rumors behind one's back	8/25/2017 11:13 AM

Bullying Survey-Students

10	A lot of things :)	8/25/2017 11:08 AM
11	telling someone to go die	8/25/2017 11:03 AM
12	gossip,rumors	8/25/2017 10:26 AM
13	Repeated questions of sexuality	8/25/2017 10:25 AM
14	calling names	8/25/2017 10:21 AM
15	socially exculding	8/25/2017 9:45 AM
16	degrading someones self woth or telling them they can't do something because they are too "weak"	8/25/2017 9:41 AM
17	threats	8/25/2017 9:15 AM
18	getting other people to also tease them	8/25/2017 9:12 AM
19	someone attacking you and you only and telling others to make you feel bad	8/25/2017 8:59 AM
20	when you get hit everyday	8/25/2017 8:51 AM
21	being rude and spreading roomers	8/25/2017 8:14 AM
22	More then ones	8/25/2017 8:06 AM
23	this kid didn,t have a mom and this kid made fun of him for it.	8/25/2017 8:04 AM
24	Hurtful rumors	8/25/2017 7:58 AM
25	Starting Rumors	8/25/2017 7:58 AM
26	hurting someone, threating someone,	8/24/2017 11:03 AM
27	calling people names	8/24/2017 10:24 AM
28	Not being nice.	8/24/2017 9:21 AM
29	hitting people	8/24/2017 9:15 AM
30	no biling	8/24/2017 9:14 AM
31	All seem like bullying except the disagreeing one	8/23/2017 10:32 PM
32	Doing something "unfriendly" or hurtful to someone over and over, day after day	8/23/2017 11:25 AM
33	Hurting someones feelings over and over and being the boss of the person and making the person feel scared	8/23/2017 11:03 AM
34	Making jokes/fun about someone	8/23/2017 8:19 AM
35	Everything above can count as bullying	8/23/2017 8:12 AM
36	none man up	8/23/2017 8:11 AM
37	Talking behind someones back	8/23/2017 8:05 AM
38	Texting someone hateful things	8/23/2017 8:00 AM
39	Ignoring, gossiping, etc.	8/23/2017 7:57 AM
40	decking somebody in the nose	8/23/2017 7:55 AM
41	touching somebody with the intent of hurting them	8/23/2017 7:53 AM
42	Enjoyment from others pain, but all the time, not just once	8/23/2017 7:52 AM
43	Pushing someone around	8/23/2017 7:52 AM
44	all blyse online and social meadia	8/23/2017 7:51 AM
45	all of this happens here	8/23/2017 7:49 AM
46	Who reads these?	8/23/2017 7:49 AM
47	Harassing	8/23/2017 7:45 AM

Q2 Have you experienced or witnessed bullying in GrandCounty schools?

Answered: 805 Skipped: 2

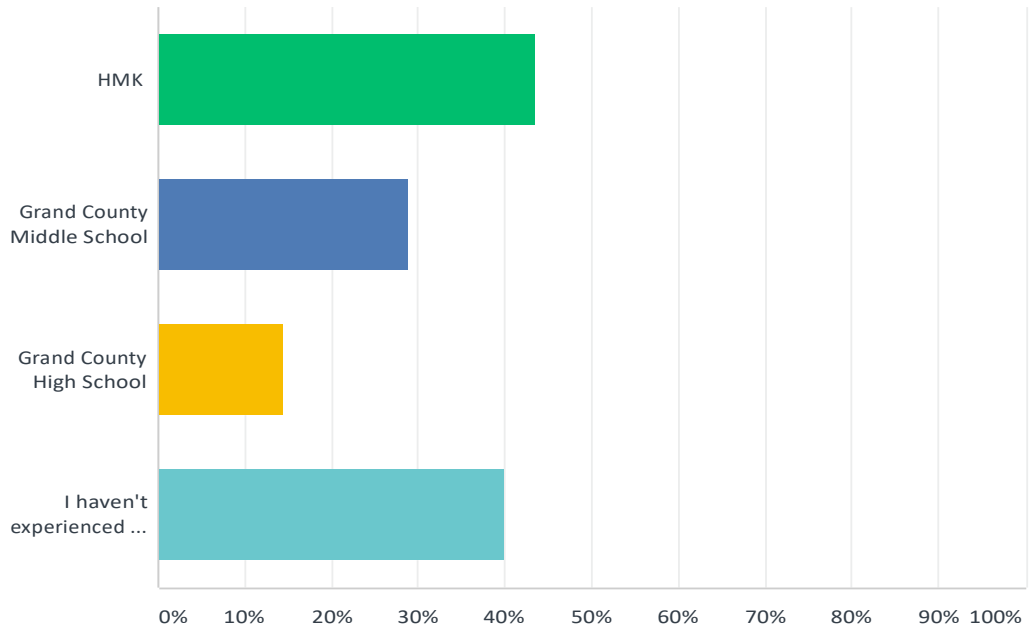


ANSWER CHOICES	RESPONSES	
Yes, experienced	16.40%	132
Yes, witnessed	19.01%	153
Yes, both	20.50%	165
No	44.10%	355
TOTAL		805

Bullying Survey-Students

Q3 In which school did this occur? (Check all that apply)

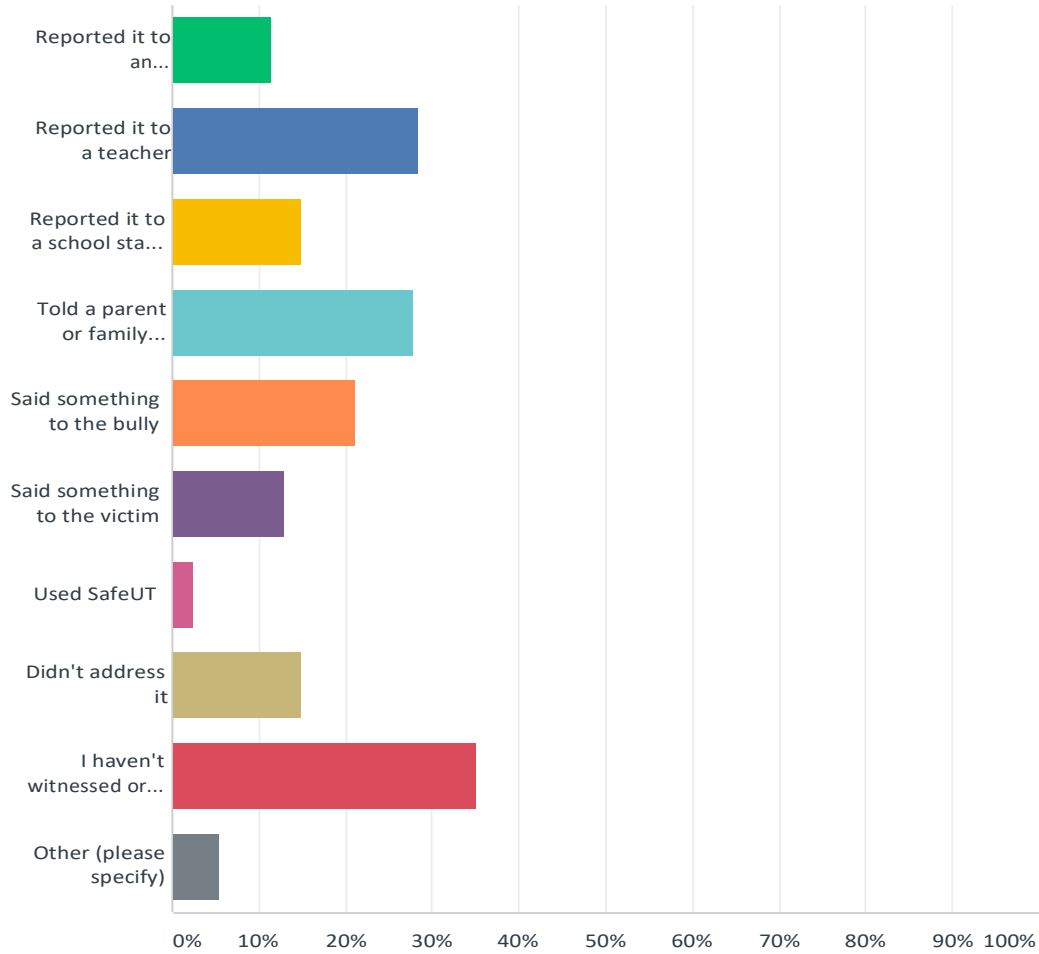
Answered: 798 Skipped: 9



ANSWER CHOICES	RESPONSES	
HMK	43.48%	347
Grand County Middle School	28.95%	231
Grand County High School	14.54%	116
I haven't experienced or witnessed any bullying	39.97%	319
Total Respondents: 798		

Q4 How did you address the bullying? (Check all that apply)

Answered: 806 Skipped: 1



ANSWER CHOICES	RESPONSES	
Reported it to an administrator	11.41%	92
Reported it to a teacher	28.41%	229
Reported it to a school staff member	14.76%	119
Told a parent or family member	27.92%	225
Said something to the bully	21.09%	170
Said something to the victim	13.03%	105
Used SafeUT	2.61%	21
Didn't address it	14.89%	120
I haven't witnessed or experienced any bullying	35.24%	284
Other (please specify)	5.33%	43
Total Respondents: 806		

Bullying Survey-Students

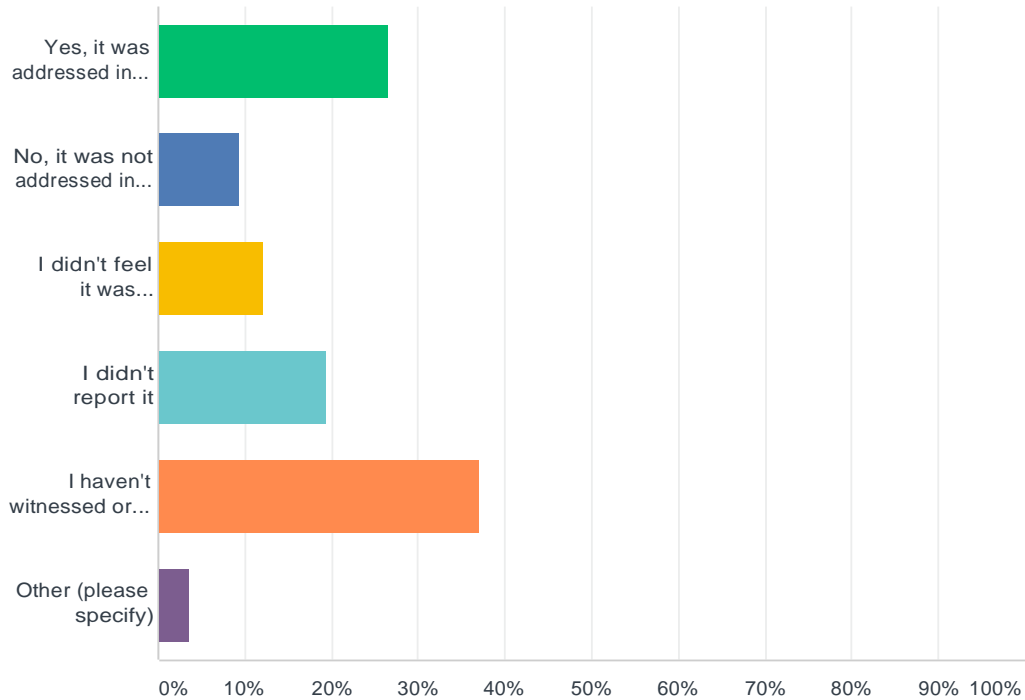
#	OTHER (PLEASE SPECIFY)	DATE
1	no fue en este condado de grand country	8/28/2017 9:32 AM
2	someone else told the teacher	8/25/2017 11:48 AM
3	nope	8/25/2017 11:46 AM
4	got mad and walked away	8/25/2017 11:15 AM
5	Reported it to the principal	8/25/2017 11:07 AM
6	puched hhim	8/25/2017 9:46 AM
7	I told my mom	8/25/2017 9:43 AM
8	i have kept it to myself before	8/25/2017 9:41 AM
9	told the principle	8/25/2017 9:40 AM
10	talk about somebody behind there back	8/25/2017 9:15 AM
11	told parent and they understuden and talked to the prinseble	8/25/2017 8:57 AM
12	it happened to a lot of people at the same time and no one talked about it so i didnt either	8/25/2017 8:57 AM
13	have reported bullying to police officer more than once	8/25/2017 8:55 AM
14	i didnt witnesss bullying	8/25/2017 8:51 AM
15	spreading roomers	8/25/2017 8:14 AM
16	?	8/25/2017 8:04 AM
17	My principal	8/25/2017 8:02 AM
18	I could only watch since it had ocured with such speed then a teacher had stopped the event	8/25/2017 8:00 AM
19	did not tell any one for a few years	8/25/2017 7:59 AM
20	Talk to others whether they've seen it	8/25/2017 7:58 AM
21	i helped out and i protected the person	8/24/2017 11:05 AM
22	to tell a dede techer	8/24/2017 10:19 AM
23	my mom	8/24/2017 10:12 AM
24	telling a lifeguard at a pool	8/24/2017 9:15 AM
25	nothing	8/24/2017 9:14 AM
26	address	8/24/2017 9:14 AM
27	I told my friends.	8/23/2017 8:20 AM
28	Dealt with it	8/23/2017 8:20 AM
29	nothing cause IDGAF	8/23/2017 8:13 AM
30	cried	8/23/2017 8:11 AM
31	Tell them to quit whining and fight back	8/23/2017 8:11 AM
32	I told only parent because the administrators and Teachers couldn't give a crap in the past. Melinda Snow was told about me being bullied verbally, but she let him off with a warning. He said he wanted to stab me in several situations. And I went to the counselors office several times in middle school. If I were to say the middle school was my worst experience in school ever.	8/23/2017 8:05 AM
33	I didnt address it because i was scared to, i was young and didnt know what to do	8/23/2017 7:58 AM
34	Took it in my own hands and beat his ass.	8/23/2017 7:56 AM
35	No one will use safeutah	8/23/2017 7:55 AM
36	Most bullying I see is outside of school	8/23/2017 7:54 AM
37	I confronted the bully and the victim asked if the victim was ok and told the bully to stop	8/23/2017 7:54 AM
38	then i went to homeschooling	8/23/2017 7:53 AM

Bullying Survey-Students

39	I hit the Quan	8/23/2017 7:53 AM
40	I stabbed him with a pencil	8/23/2017 7:52 AM
41	I developed severe depression, anxiety and an assortment of other issues.	8/23/2017 7:51 AM
42	Who reads these	8/23/2017 7:49 AM
43	Told a friend	8/23/2017 7:47 AM

Q5 If you reported it to the school, was the bullying addressed in a helpful way?

Answered: 803 Skipped: 4



ANSWER CHOICES	RESPONSES
Yes, it was addressed in a helpful way	26.53% 213
No, it was not addressed in a helpful way	9.46% 76
I didn't feel it was addressed	12.20% 98
I didn't report it	19.55% 157
I haven't witnessed or experienced any bullying	37.11% 298
Other (please specify)	3.49% 28
Total Respondents: 803	

#	OTHER (PLEASE SPECIFY)	DATE
1	maby it just makes them mad.	9/1/2017 8:42 AM
2	people get hurt from feelings	9/1/2017 8:42 AM
3	i never witnessed any bullying	9/1/2017 8:41 AM
4	I told parents.	8/31/2017 11:01 AM
5	fue en mexico en la secundaria de alla	8/28/2017 9:32 AM
6	i told my mom	8/25/2017 12:37 PM
7	I have been bullied.	8/25/2017 11:46 AM
8	never did get bullyed	8/25/2017 11:46 AM

Bullying Survey-Students

9	I don't know what happened with it.	8/25/2017 9:43 AM
10	i am new here so i didnt see any bullying at all	8/25/2017 8:58 AM
11	it is cool	8/25/2017 8:55 AM
12	i didnt witness bullying	8/25/2017 8:51 AM
13	I tooled that someone was spreading roomers about me but when they ask me who was I did know	8/25/2017 8:14 AM
14	?	8/25/2017 8:04 AM
15	At first it was taken care of but after that nothing happened because it started again	8/25/2017 7:58 AM
16	he did not stop	8/24/2017 10:10 AM
17	be helpful	8/24/2017 9:21 AM
18	report	8/24/2017 9:14 AM
19	no noone ever does anything cause others dont do anything about	8/23/2017 8:13 AM
20	HAHAHA	8/23/2017 8:11 AM
21	It was addressed, but not in a helpful way. The bully wasn't even talked to about the incident	8/23/2017 7:56 AM
22	They did nothing about it.	8/23/2017 7:55 AM
23	.	8/23/2017 7:54 AM
24	Bullies don't care what adults say	8/23/2017 7:52 AM
25	i don't know	8/23/2017 7:52 AM
26	It wasn't addressed at all	8/23/2017 7:51 AM
27	i told the bully off and he still didn't stop messing with my brother	8/23/2017 7:50 AM
28	Who reads these	8/23/2017 7:49 AM

Grand County School District
Board of Education Meeting
9/20/17

Type of Item Information

Agenda Item District Attorney

Background Information I would like to discuss with the board the possibility of using a separate attorney for policy/contract review. We have had a tough time with our current attorney getting timely information back on both of these.

Attachments:

Grand County School District
Board of Education Meeting
9/20/2017

Type of Item Action

Agenda Item Policies 4100's

Background Information These policies are carryover from the June board meeting. They deal with certified staff. These policies have been posted for review on the district website since the August regular board meeting.

Attachments

- 4104: Grievances
- 4114: Vacancy, Hiring, Change in Assignment
- 4116: Teachers for Homebound or Hospitalized Students
- 4118: Job Sharing- Recommend to remove from board Policy Manual
- 4121: Teacher Contracts
- 4122: Employment Regulations-Compensation
- 4124: Extra pay for Extracurricular...
- 4125: Medical Insurance
- 4152: Retirement Service Credit Purchases
- 4153: Reduction in Force

Possible Motion: Move to approve the final reading of policies 4104, 4114, 4116, 4121, 4122, 4124, 4125, 4152, 4153.

Move to remove policy 4118 from the Board Policy Manual.

Grand County School District
Board of Education Meeting
9/20/17

Type of Item Action

Agenda Item New Policies

Background Information Since Policy 6930 is tied in with the Safe Schools Policies I think we should include it in review this month. FED is a policy that was adopted in the summer of 2016 by USBA tied to legislation from that session. It did not make it into our Policy Manual and there are some deadlines looming October 1st tied to this policy. Reminder: **Red** is new wording from USBA attorneys, **Blue** is suggested wording from me and ~~strike through~~ is wording that is only in our policy. After receiving a letter from the State Department of Education I went through and compared our policy Index to USBA's model policy index to see what policies they had that we did not. We need to discuss this further.

Attachments:

- 6930-Combined Policy Markup
- 5510-Safe Schools
- 5520-Safe Schools Alcohol and Drugs
- 5530-Safe Schools Sexual Harassment
- 5540-Safe Schools Discipline of Students with Disabilities
- 5550-Safe Schools Disruptive Student Behavior
- 5560-Safe Schools Emergency Safety Interventions
- FED-Student Data Protection
- Index Comparison

Possible Motion: Move to post policies 6930, 5510-5560 and FED for review.

Adopted: 8/18/2010

Revised:

6930 – INSTRUCTION – SAFETY ISSUES – Bullying, Cyberbullying, Hazing, and Abusive Conduct

Table of Contents

1. Definitions
 2. References
 3. Purpose
 4. Policy
 5. Procedure
 - 5.1. Publication
 - 5.2. Prohibitions
 - 5.3. Actions Required of Each School
 - 5.4. Actions Required if Prohibited Acts are Reported
 - 5.5. Training
-

1) 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.
2. Bullying: In general, bullying is aggressive behavior that is intentional intended to cause distress and harm, exists in a relationship where there is an imbalance of power or strength (emotional, physical or social) and is repeated over time. A person is bullied or victimized when he/she is exposed repeatedly and over time to negative actions on the part of one or more persons. The conduct described below constitutes bullying, regardless of whether the person against whom the conduct is committed directed, consented to, or acquiesced in the conduct. As specifically defined by this policy, "Bullying" means intentionally or knowingly committing an written, physical, or verbal act against a school employee, student or guest that a reasonable person under the circumstances should know or reasonably foresee will have one of the following effects:
 - ii. ~~endangers the physical, and/or emotional health or safety of a school District employee or student;~~
 - a. causing physical or emotional harm to the school employee or student;
 - b. causing damage to the school employee or student's property;
 - c. placing the school employee or student in reasonable fear of:
 - i. harm to the school employee's or student's physical or emotional well-being; or
 - iii. damage to the school employee's or student's property involves any brutality of a physical nature such as whipping, beating, branding, calisthenics, bruising, electric shocking, placing of a harmful substance on the body, or exposure to the elements; or
 - d. creating a hostile, threatening, humiliating, or abusive educational environment due to involves forced or involuntary consumption of any food, liquor, drug or other substance;
 - i. the pervasiveness, persistence, or severity of the actions involves forced or coerced actions or activities of a sexual nature or with sexual connotations; or
 - ii. a power differential between the bully and the target involves other physical activity that endangers the physical health and safety of a school district employee or student; or

- e. substantially interfering with a student having a safe school environment that is necessary to facilitate educational performance, opportunities, or benefits involves physically obstructing a school district employee's or student's freedom to move; and involves verbal intimidation, teasing and name calling; involves non-verbal and emotional intimidation through gestures, social exclusion and relational aggression.

- ~~b. is done for the purpose of placing a school district employee/student in fear of:~~
 - ~~i. physical harm or harm to their property~~

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

4. "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. ~~the use of email, instant messaging, chat rooms, cell phones, or other forms of information technology to deliberately harass, threaten, or intimidate someone for the purpose of placing a school district employee or student in fear of physical harm or harm to personal property.~~
- 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.

5. ~~"Hazing" constitutes conduct described below regardless of whether the person against whom the conduct is committed directed, consented to, or acquiesced in, the conduct. "Hazing" means a student intentionally, or 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 district employee or student; or
- ii. involves any brutality of a physical nature, including such as whipping, beating, branding, calisthenics, bruising, electric shocking, placing of a harmful substance on the body, or exposure to the elements; or
- iii. involves consumption of any food, ~~liquor~~ alcoholic product, drug, 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 forced or coerced actions or activities of a sexual nature or with sexual connotations;
 - ~~a. involves other physical activity that endangers the physical health and safety of a school District employee or student; or~~
 - ~~b. involves physically obstructing a school District employee's or student's freedom to move; and~~

b. is ~~done~~ committed for the purpose of initiation or into, admission into, affiliation with, holding office in, or as a condition for, membership or acceptance, or continued membership or acceptance, in any school or school sponsored team, organization, program, club or event; or

c. is ~~done~~ directed toward a school employee or student whom the individual who commits the act knows, at the time the act is committed, is a member of, or candidate for membership in, a school or school sponsored team, organization, program, club, or event in which the individual who commits the act also participates if the person committing the

~~act against a school district employee or student knew that the school district employee or student is a member of, or candidate for, membership with a school, or school sponsored team, organization, program, or event to which the person committing the act belongs to or participates in.~~

The conduct described in 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 Admin. Rules R277-613-1\(2017\)](#)

[Utah Code § 76-5-107.5 \(2011\)](#)

[Utah Code § 53A-11a-102\(1\) to \(5\) \(2017\)](#)

6. "Retaliate" or "retaliation" 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 § 53A-11a-102\(6\) \(2017\)](#)

7. "School employee" means: ~~any public elementary or secondary school in Grand County School District.~~

1. 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 and who works on a school campus.

[Utah Code § 53A-11a-102\(9\) \(2017\)](#)

~~"School Board" means Grand County School Board.~~

~~"School District employee" means licensed educators, support staff, school administrators, and all others employed or authorized as volunteers, directly or indirectly, by a school, the School Board, or the school district.~~

References

- Utah Administrative Rule R277-613
- Utah Code Section 76-5-107.5

Purpose:

The purpose of this policy is to eliminate all types of **bullying** and **hazing** by and against students and employees of the Grand County School District. This will be accomplished through awareness efforts, training, identification, and disciplinary action (both students and employees) against those who violate this Policy. A secondary purpose is to provide clear standards and a safe and accessible reporting process for victims of **bullying** and **hazing**.

Policy:

The Grand County School Board is committed to protecting its students, employees and school guests from **bullying** or harassment of any type, for any reason. The School Board believes that all students, employees or guests are entitled to a safe, equitable and harassment free school experience. **Bullying** or harassment in any form will not be tolerated and shall be just cause for disciplinary action. Conduct that constitutes **bullying** or harassment as defined herein will be dealt with immediately and consistently.

It is essential that basic prevention curriculum be in place so that every school will acquire a foundation of prevention upon which to build a culture of safety and mutual respect. Such a culture is necessary for the creation of an effective learning community.

Procedure:

- (2) Publication- A summary of this policy shall be included in student conduct handbooks and employee handbooks. A copy of this policy shall be available on the Grand County School District website.
- (3) Prohibitions

Bullying and Abusive Conduct Prohibited—

No school district employee or student may engage in **bullying or cyber bullying** of a student or school employee, or guest; on school property, at a school related or sponsored event, on a school bus, at a school bus stop, or while the school district employee or 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 verified violations shall result in disciplinary action up to and including expulsion, consistent with the school district's Safe Schools policy (FHA).

~~School employees who engage in bullying and/or harassment are in violation of this policy and verified violations shall result in disciplinary action up to and including termination, consistent with the school district's Orderly Termination policy (4154).~~

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

The school or District may also report students who engage in bullying or abusive conduct to law enforcement if that is permitted by [Utah Code § 53A-11-911](#).

[Utah Code § 53A-11a-301 \(2017\)](#)

[Utah Admin. Rules R277-613-4 \(October 8, 2013\)](#)

Hazing and Cyberbullying Prohibited—

No school district employee or student may engage in **hazing or cyberbullying** a school district employee, student, or guest at any time or in any location.

Students who engage in hazing or cyberbullying are in violation of this policy and verified violations 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 school 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 cyberbullying alone cannot constitute the basis for formal disciplinary action.

The school or District may also report students who engage in hazing or cyberbullying to law enforcement if that is permitted by [Utah Code § 53A-11-911](#).

[Utah Code § 53A-11a-301 \(2017\)](#)

[Utah Admin. Rules R277-613-4 \(October 8, 2013\)](#)

Retaliation Prohibited—

No school district employee or student may engage in **retaliation** against: A school district employee; a student; or an investigator for, or witness of, an alleged incident of **bullying, cyber bullying, hazing**, or retaliation against a school employee or student, or an alleged incident of abusive conduct.

Students who engage in such retaliation are in violation of this policy and are subject to disciplinary action up to and including expulsion, consistent with the school district's Safe Schools policy (FHA). Anonymous reports of bullying, abusive conduct, cyberbullying, or retaliation alone cannot constitute the basis for formal disciplinary action.

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

The school shall inform students who have reported being subject to bullying, cyberbullying, 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 incidents.

[Utah Code § 53A-11a-301 \(2017\)](#)

[Utah Admin. Rules R277-613-1 \(October 8, 2013\)](#)

[Utah Admin. Rules R277-613-4.E \(October 8, 2013\)](#)

Making a False Report Prohibited—

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

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

[Utah Code § 53A-11a-301\(3\)\(d\) \(2017\)](#)

[Utah Admin. Rules R277-613-4.A \(October 8, 2013\)](#)

Action Plan—

Upon receipt of a reported incident of bullying, cyber-bullying, hazing, abusive conduct, or retaliation, the school principal or designee shall determine the actions which are required to appropriately respond under this policy and to properly address and redress the conduct.

When it is determined that a student has been bullied, cyberbullied, or hazed, this plan of action should include consideration of what support, counseling, or other assistance the student may need to prevent such mistreatment from adversely affecting the student's ability to learn and function in the school setting.

[Utah Code § 53A-11a-301\(3\)\(f\) \(2017\)](#)

Training and Education—

Each school shall establish procedures for training school employees, volunteers and students to recognize and prevent bullying, cyberbullying, hazing, or retaliation. ~~and publish in a handbook or other readily available format:~~

Training to students, staff, and volunteers shall include:

1. Training specific to overt aggression that may include physical fighting such as punching, shoving, kicking, and verbally threatening behavior, such as name calling, or both physical and verbal aggression or threatening behavior;
2. Training specific to relational aggression or indirect, covert, or social aggression, including rumor spreading, intimidation, enlisting a friend to assault a child, and social isolation;
3. Training specific to prohibitions against bullying or hazing of a sexual nature or with sexual overtones;
4. Training specific to cyber bullying, including use of email, web pages, text messaging, instant messaging, three-way calling or messaging or any other electronic means for aggression inside or outside of school; and
5. Training regarding civil rights violations and appropriate reporting and investigative procedures. "Civil rights violations" means bullying, cyber-bullying, hazing, or harassment targeted at a federally protected class and includes such conduct based upon students' actual or perceived identities and conformance or failure to conform to stereotypes.

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 and hazing 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.

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 cyberbullying.

[Utah Code § 53A-11a-301 \(2017\)](#)

[Utah Admin. Rules R277-613-4.F. -5 \(October 8, 2013\)](#)

The District may also offer voluntary training to parents and students regarding abusive conduct.

[Utah Code § 53A-11a-401\(1\)\(b\) \(2017\)](#)

Assessment—

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, cyberbullying, 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.D (October 8, 2013)

Publication and Acknowledgment—

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

Each student and a parent or guardian of each student enrolled in the District shall annually provide a signed statement stating that the student and parent or guardian has received a copy of this policy.

Utah Code § 53A-11a-301(3)(g), (4) (2017)

Parental Notification of Incidents—

The school shall notify the parent or guardian of a student who is involved in an incident of bullying, hazing, cyber-bullying, abusive conduct, or retaliation (whether as a perpetrator or victim).

The school is also required to notify the parent or guardian of a student who threatens to commit suicide. (See Policy FDACD.) In addition, the school shall produce and maintain a record that verifies that the parent or guardian was notified of the threats or incidents listed above. The record is a private record for purposes of the Government Records Access and Management Act.

The process for notifying a parent or guardian shall consist of:

1. The school principal or designee shall attempt to make personal contact with a parent or guardian 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 or guardian may be contacted by phone. A second school person should witness the phone call.
2. Contact with the parent or guardian must be documented in a "Verification of Parent or Guardian Contact Regarding Threat or Incident."

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

Utah Code § 53A-11a-203 (2016)

The record of parental notification shall be maintained in accordance with Policy FE, Policy FEA, the Utah Student Data Protection Act, the Utah Family Educational Rights and Privacy Act, 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 § 53A-11a-203(3)(b) (2016)

~~(4) Procedures allowing for anonymous reporting of **bullying, hazing, or retaliation**;~~

~~(5) Names and positions of persons responsible for taking, investigating and responding to reports of **bullying, hazing, or retaliation**. At least two school employees (preferably one male and one female) in appropriate positions of authority shall be identified to receive reports.~~

~~In addition to the published procedures and notification above, each school shall establish procedures and plans for:~~

~~(6) Involving parents or guardians of a perpetrator or victim of **bullying, hazing, or retaliation** in the process of responding to, and resolving, conduct prohibited in the Policy;~~

~~(7) Referring a victim of **bullying, or hazing** to counseling following parental notice and consent;~~

~~(8) To the extent permitted by federal and state law, including the federal Family Educational Privacy Right Act of 1974, as amended, informing the parents or guardians of a student who is a victim of **bullying or hazing** of the actions taken against the perpetrators of the **bullying or hazing**;~~

- (9) Publicizing this policy, preferably including electronic publication and availability, to school district employees, to students, and parents or guardians of student; and
- (10) Training school district employees and students to recognize and prevent **bullying, hazing, or retaliation**.

7. Actions Required if Prohibited Acts are Reported

- i) Each reported complaint shall include: name of complaining party, name of offender if known, date and location of incident(s), a statement describing the incident(s), including names of witnesses if known.
- ii) Each reported violation of the prohibitions noted previously shall be promptly investigated by a school administrator or an individual designated by a school administrator. Formal disciplinary action is prohibited based solely on an anonymous report of **bullying, hazing, or retaliation**.
- iii) Verified violations of the prohibitions noted previously shall result in consequences or penalties. Consequences or penalties may include but are not limited to:
 - (1) Student suspension or removal from a school sponsored team or activity including school sponsored transportation;
 - (2) Student suspension or expulsion from school or lesser disciplinary action;
 - (3) Employee suspension or termination for cause or lesser disciplinary action;
 - (4) Employee reassignment; or
 - (5) Other action against student or employee as appropriate.
- iv) Actions must also include, as appropriate:
 - (1) Procedures for protecting the victim and other involved individual from being subjected to further **bullying or retaliation** for reporting the **bullying or hazing**.
 - (2) Prompt reporting to law enforcement of all acts of **bullying, hazing, or retaliation** that constitute suspected criminal activity.
 - (3) Prompt reporting to the Office of Civil Rights (OCR) of all acts of **bullying, hazing, or retaliation** that may be violations of student(s)' or employee(s)' civil rights.
 - (4) Procedures for a fair and timely opportunity for the accused to explain the accusations and defend his/her actions prior to student or employee discipline.
 - (5) Procedures for having due process rights under Section 53A-8-102(licensed staff), local employee discipline policies or Section 53A-11-903 and local policies (students) prior to long term (more than 10 day) student discipline or employee discipline.

8. Training

- i) The training of school employees shall include training regarding **bullying, hazing, and retaliation**.
- ii) To the extent possible, programs or initiatives designed to provide training and education regarding the prevention of **bullying, hazing, and retaliation** should be implemented.
- iii) In addition to training for all students and school employees, students, employees, and volunteer coaches involved in any extra-curricular activity shall:

- (1) ~~Participate in **bullying** and **hazing** prevention training prior to participation;~~
- (2) ~~Repeat **bullying** and **hazing** prevention training at least every three years;~~
- (3) ~~Be informed annually of the prohibited activities list provided in this Policy and the potential~~

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 incident
- cyber-bullying incident
- abusive conduct incident
- hazing incident
- retaliation incident

[Name of school staff member] _____, witnessed the contact.

Principal or Principal’s Designee Title Date

School Staff Member Title Date

Grand County School District

Students: Conduct

Safe Schools

The following definitions shall apply under this policy—

1. "Suspension" means removal of a student from the student's regular classroom assignment for a definite period of time.
2. "In-school suspension" means temporary reassignment, for a specific period of time, to a designated suspension classroom within the school.
3. "Short-term suspension" means exclusion of the student from the school, school grounds, and school activities and functions for a specific period of time that is equal to or less than 10 school days.
4. "Long-term suspension" means exclusion of the student from the school, school grounds, and school activities and functions for a specific period of time that is greater than 10 school days.
5. "Expulsion" means termination of the student's status as a student enrolled in the school. Expulsion may be for an indefinite or fixed period of time.
6. "Involuntary transfer" means reassignment of a student from one school, campus, or academic program, to a different school, campus, or academic program within the District. Involuntary transfer may be for an indefinite period of time or for a fixed period of time.
7. "School district location" means in any school building or on any school premises; on any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or school activities; off school property at any school-sponsored or school-approved activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district.
8. "Disruptive behavior" means conduct which unreasonably interferes with the educational process or instruction of students in the classroom or elsewhere, including foul, profane, vulgar or abusive language.

[Utah Code § 53A-11-904 \(2010\).](#)

9. "Bullying" means intentionally committing a written, physical, or verbal act that a reasonable person under the circumstances should know or reasonably foresee will have one of the following effects:
 - a. causing physical or emotional harm to the school employee or student;
 - b. causing damage to the school employee or student's property;
 - c. placing the school employee or student in reasonable fear of:
 - i. harm to the school employee's or student's physical or emotional well-being; or
 - ii. damage to the school employee's or student's property.
 - d. creating a hostile, threatening, humiliating, or abusive educational environment due to:
 - i. the pervasiveness, persistence, or severity of the actions; or
 - ii. a power differential between the bully and the target; or

- e. substantially interfering with a student having a safe school environment that is necessary to facilitate educational performance, opportunities, or benefits.

[Utah Code § 53A-11a-102\(2\) \(2017\)](#)

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

[Utah Code § 53A-11a-102\(3\) \(2017\)](#)

11. "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 § 53A-11a-102\(4\) \(2017\)](#)

12. "Hazing" means a school employee or student intentionally, knowingly, or recklessly committing an act 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 any school or school sponsored team, organization, program, club, or event; or
- c. is directed toward a school employee or student whom the individual who commits the act knows, at the time the act is committed, is a member of, or candidate for membership in, a school or school sponsored team, organization, program, club, or event in which the individual who commits the act also participates.

The conduct described 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 Admin. Rules R277-613-1 \(October 8, 2013\)](#)

[Utah Code § 76-5-107.5 \(2011\)](#)

[Utah Code § 53A-11a-102\(5\) \(2017\)](#)

13. "Retaliate" means an act or communication intended:

- a. as retribution against a person for reporting bullying, cyber-bullying, abusive conduct, or hazing; or
 - b. to improperly influence the investigation of, or the response to, a report of bullying, cyber-bullying, abusive conduct, or hazing.
14. "Weapon" means "dangerous weapon," which includes any firearm or any object that is used for, or is readily capable of, causing death or serious bodily injury. "Firearm" means a pistol, revolver, shotgun, short barreled shotgun, rifle or short barreled rifle, or any device that could be used as a dangerous weapon from which is expelled a projectile by action of an explosive. The following factors are used in determining whether an object other than a firearm is a dangerous weapon:
- a. the location and circumstances in which the object was used or possessed;
 - b. the primary purpose for which the object was made;
 - c. the character of the wound, if any, produced by the object's unlawful or improper use;
 - d. the manner in which the object was unlawfully or improperly used;
 - e. whether the manner in which the object is used or possessed constitutes a potential imminent threat to public safety; and
 - f. the lawful purposes for which the object may be used.

Possession of a weapon shall not violate this policy if possession is approved in writing by the responsible school administrator or if the item or material is present or to be used in connection with a lawful activity approved in writing by the responsible school administrator before the material in question is brought on school premises.

[Utah Code § 76-10-501 \(2015\)](#)

[Utah Code § 76-10-505.5 \(2013\)](#)

15. "Unlawful conduct" means any conduct by a student which violates any local, state, or federal law or regulation, or violates any District or school policy, or violates the legal rights of another person, and includes, but is not limited to, the following:
- a. Harassment: the crime of harassment occurs when a student, with intent to frighten or harass another, communicates in writing a written or recorded threat to commit any violent felony.

[Utah Code § 76-5-106 \(1995\)](#)

- b. Burglary: burglary means entering or remaining in a building or any portion of a building with the intent to commit an additional crime.

[Utah Code § 76-6-202 \(2012\)](#)

- c. Theft: theft means obtaining or exercising unauthorized control over the property of another with the purpose to deprive him or her thereof.

[Utah Code § 76-6-404 \(1973\)](#)

- d. Criminal mischief: criminal mischief means intentionally damaging, defacing, or destroying the property of another; or recklessly or willfully shooting or propelling a missile or other object at or against a motor vehicle, bus, airplane, locomotive, train, railway car, or caboose, whether moving or standing, or intentionally and unlawfully tampering with the property of another so as to recklessly endanger human life, health, or safety or recklessly causes or threatens a substantial interruption or impairment of critical infrastructure.

[Utah Code § 76-6-106 \(2012\)](#)

- e. Assault: assault means an attempt, with unlawful force or violence, to do bodily injury to another.

[Utah Code § 76-5-102 \(2015\)](#)

- f. Gang activity.

[Utah Code § 76-9-801 to 804](#)

[Utah Code § 76-9-901 to 907](#)

- g. Willfully defaces or otherwise damages school property.

[Utah Code § 53A-11-806 \(2017\)](#)

- 16. Making a false alarm: a student makes a false alarm if he or she initiates or circulates a report or warning of any fire, impending bombing, or other crime or catastrophe, knowing that the report or warning is false or baseless and is likely to cause the evacuation of any building or public transport; improper activation of school alarms or safety systems.

[Utah Code § 76-9-105 \(2017\)](#)

- 17. Disrupting the operation of a school: Disrupting the operation of a school occurs when a person, after being asked to leave by a school official, remains on school property for the purpose of encouraging or creating an unreasonable and substantial disruption or risk of disruption of a class, activity, program, or other function of the school.

[Utah Code § 76-9-106 \(1992\)](#)

- 18. Terroristic Threats: A student commits a terroristic threat if the student threatens to commit any offense involving bodily injury, death, or substantial property damage, and:
 - a. Threatens to use a weapon of mass destruction or hoax weapon of mass destruction; or
 - b. The student acts with intent to:
 - i. Influence or affect a government or unit of government or intimidate or coerce a civilian population; or
 - ii. Cause action of any nature by an official or volunteer agency organized to deal with emergencies; or
 - iii. Prevent or interrupt the occupation of a building or a portion of a building, a place to which the public has access, or a facility or vehicle of public transportation operated by a common carrier.

[Utah Code § 76-5-107.3 \(2013\)](#)

- 19. "Sexual Harassment" means unwelcome sexual advances, requests for sexual favors, other physical or verbal conduct or communications of a sexual nature, and any other gender-based harassment, when:
 - a. Submission to or rejection of the conduct affects the student's academic performance, participation in school-sponsored activities, or any other aspect of the student's education; or
 - b. The conduct has the purpose or effect of unreasonably interfering with a student's academic performance or participation in school-sponsored activities, or creating an intimidating, hostile or offensive education environment.

See Policy 5530.

Publication of Safe Schools Policy—

A copy of this policy shall be given to each student in school upon enrollment in the school. Each student transferring to a school in the district who was not attending a school in the district just prior to the transfer shall receive a copy of this policy. When a copy of this policy is provided to a student, a copy shall also be provided to the student's parent or guardian.

[Utah Code § 53A-11-903\(2\)\(a\) \(2007\)](#)

A copy of this policy shall be posted in a prominent place in each school in the district. Any significant change in this policy shall be posted in each school in the district, and a copy of the revised policy shall be distributed to the students in each school.

[Utah Code § 53A-11-903\(2\)\(b\), \(c\) \(2007\)](#)

Conduct Warranting Discipline—

A student may be disciplined for the conduct described below. The type of the discipline imposed will depend on the nature of the particular conduct.

1. Conduct Which May Warrant, But Does Not Require, Suspension or Expulsion:
 - a. A student may be disciplined for any of the following prohibited conduct when it occurs in a school building, or on or in proximity to school property; in conjunction with any school sponsored activity; in or on a school vehicle; is directed at or against another student or a district employee; or when it threatens harm or does harm to the school, school property, a person associated with the school, or property of a person associated with the school.
 - i. Any unlawful conduct, as that is defined above.
 - ii. Frequent or flagrant willful disobedience, defiance of proper authority, or disruptive behavior, including the use of foul, profane, vulgar, or abusive language.
 - iii. Willful destruction, defacing, or damaging of school property.
 - iv. Behavior, or threatened behavior, which poses an immediate and significant threat to the welfare, safety or morals of other students or school personnel or to the operation of the school.
 - v. Disruptive behavior, as that is defined above.
 - vi. Possession or use of pornographic material on school property that would constitute a misdemeanor offense under [Utah Code § 76-10-1235](#). (This includes accessing such material through the District computer network or by using any District-owned device.)
 - vii. Bullying, abusive conduct, cyberbullying, retaliation, and making false allegations of bullying, bullying or retaliation. See Policy 6930.
 - viii. Any use of an electronic device or camera to record sounds or images or otherwise capture material in an unauthorized setting or at an unauthorized time shall subject the user of the device to increased discipline based on the circumstances and whether the student has been involved in prior violations of this policy.
 1. The use of any device or any electronic device or camera to threaten, intimidate or embarrass another or to capture and transmit test information or any other information in a manner constituting fraud, theft or academic dishonesty will result in an immediate

suspension of not less than three (3) days nor more than ten (10) days.

- ix. The use of any device in a manner which may be physically harmful to another person, such as shining a laser in the eyes of another student, will result in an immediate suspension of not less than three (3) days nor more than ten (10) days. When a student repeatedly engages in such behavior, the punishment may be increased as is appropriate.
- b. Selling, giving, delivering, transferring, possessing, controlling, or distributing an alcoholic beverage on or in proximity to school property or at or in proximity to any school sponsored event. See policy 5520.
- c. Selling, giving, delivering, transferring, possessing, controlling, or distributing tobacco products on or in proximity to school property or at or in proximity to any school sponsored event. Students shall not smoke or use tobacco products on school property or at any school-related or school-sanctioned activity on or off school property. "Tobacco products" includes an electronic cigarette as that has been defined by state law ([Utah Code § 76-10-101](#)).
- d. Being under the influence of an alcoholic beverage or controlled substance on or in proximity to school property or at or in proximity to any school sponsored event. See policy 5520.
- e. Engaging in, assisting, permitting, or otherwise being involved in hazing, as provided by the District's policy prohibiting hazing, Policy 6930.

[Utah Code § 53A-11-902\(5\) \(2017\)](#)

[Utah Code § 53A-11-904\(1\) \(2010\)](#)

[Utah Code § 53A-3-501 \(1998\)](#)

[Utah Code § 53A-11-908 \(2017\)](#)

- f. Engaging in conduct that contains the elements of the offense of arson or aggravated arson under the Utah Criminal Code.

[Utah Code § 76-6-102 \(2013\)](#)

[Utah Code § 76-6-103 \(1986\)](#)

- g. Engaging in conduct that contains the elements of any felony.
- h. Sexual Harassment.
- i. Gang-related activity: A "gang" as defined in this policy means any ongoing organization, association, or group of three or more persons, whether formal or informal, having as one of its primary activities the commission of one or more criminal acts, which has an identifiable name or identifying sign or symbol, and whose members individually or collectively engage in or have engaged in a pattern of criminal gang activity. Gang-related activity includes but is not limited to:
 - i. Wearing, possessing, using or distributing, displaying or selling any clothing, jewelry, emblem, badge, symbol, sign or other things which evidence membership in a gang.
 - ii. Use of a name associated with or attributable to a gang;
 - iii. Designating "turf" or an area for gang activity or occupation.

Be aware that there are challenging constitutional issues related to policies dealing with gang-related attire as the policy impacts students' First Amendment speech rights. A school should be able to document evidence of real and substantial problems caused by, or at least reasonably likely to be

caused by, gang clothing. In designing a dress code, school authorities should focus on problems if they exist. A school may choose to develop a specific list of clothing and accessories that “evidence membership in a gang.” Such lists must be flexible to adapt to shifts in fashion styles. Students must be given ample notice of the list and any amendments. The policy should also include an appeals process that allows students to dispute that particular clothing deemed gang related is actually not gang regalia.

2. Conduct Which Requires Suspension or Expulsion
 - a. A student shall be suspended or expelled from school for participation in any serious violation affecting another student or a staff member, or any serious violation when it occurs in a school building, in or on school property; or in conjunction with any school sponsored activity including:
 - i. The sale, control, delivery, transfer or distribution of a drug or controlled substance, as defined in [Utah Code § 58-37-2](#), an imitation controlled substance, as defined in [Utah Code § 58-37b-2](#), or drug paraphernalia as defined in [Utah Code § 58-37a-3](#) (See Policy 5520);
 - ii. Commission of an act involving the use of force or the threatened use of force which if committed by an adult would be a felony or class A misdemeanor.

[Utah Code § 53A-11-904\(2\) \(2010\)](#)

[Utah Code § 76-5-102 \(2015\)](#)

[Utah Code § 76-5-102.3 \(2017\)](#)

3. Conduct Which Requires 1-year Expulsion
 - a. A student shall be expelled from school for not less than one year, subject to the 45-day review process for mandatory year expulsions set forth below, if the student participates in any serious violation affecting another student or a staff member, or any serious violation when it occurs in a school building, in or on school property; or in conjunction with any school sponsored activity including one of the following violations:
 - i. possession, control or actual or threatened use of a real weapon, explosive, or flammable device or material;
 - ii. the actual or threatened use of a look-alike or pretend weapon with intent to intimidate another person or to disrupt normal school activities.

[Utah Code § 53A-11-904\(2\)\(b\) \(2010\)](#)

4. Discipline Rules for Students with Disabilities
 - a. Federal and state laws impose particular requirements regarding discipline of students identified as having a disability. Discipline of such students must comport with the requirements set forth below for students with disabilities.

Remedial Measures and Disciplinary Sanctions—

Following a determination that a student has committed a violation, the student may be subject to one of the following remedial measures or disciplinary sanctions, as is determined to be appropriate for the violation or as is required by the terms of this policy or other District policies.

1. Remedial Measures

- a. Continued school attendance subject to the terms of a remedial discipline plan prepared to correct the violation. This remedial measure is available only where the violation is for willful disobedience, defiance of authority, or disruptive behavior when such conduct is not of such a violent or extreme nature that immediate removal from school is required.
- b. Continued school and class attendance accompanied by the student's parent or guardian for a designated period of time. This remedial measure is available only with the consent of the student's teacher or teachers and the agreement of the student's parent or guardian. The parent or guardian must agree to attend all of the student's classes for each day of the suspension. If the parent or guardian fails to attend class with the student, the student shall then be subject to suspension or other discipline in accordance with this policy.
- c. In-school suspension. Attendance in a designated in-school suspension program. Students shall be instructed in the essential elements of the courses in which they are enrolled at the time of removal.
- d. Home-based instruction. Instruction at home, provided that combined days of suspension and assignment to home-based instruction shall not exceed ten (10) school days in a semester.
- e. Voluntary transfer. Voluntary transfer to another school, campus, community-based alternative school or other special program within the district, subject to the admission criteria of such alternative programs.
- f. Withholding grade reports, diplomas and transcripts. If a school determines that school or district property has been lost or willfully cut, defaced or otherwise damaged by a student, the school may withhold the issuance of an official written grade report, diploma, or transcript of the student responsible for the damage or loss until the student or student's parent or guardian has paid for the damages.
 - i. If the student and the student's parent or guardian are unable to pay for the damages or if it is determined by the school in consultation with the student's parent or guardian that the student's interests would not be served if the parent or guardian were to pay for the damages, then the school shall provide a program of work the student may complete in lieu of the payment. In that case, the school shall release the official grade report, diploma, or transcript of the student upon completion of the work.
 - ii. If the Department of Human Services or a licensed child-placing agency has been granted custody of the student, that student's records, if requested by the Department or agency, may not be withheld from the Department or agency for non-payment of damages under this section.
 - iii. No penalty may be assessed for damages which may be reasonably attributed to normal wear and tear.

[Utah Code § 53A-11-806 \(2017\)](#)

2. Disciplinary Sanctions

- a. Detention. Students in grades kindergarten through six may be detained in school after regular school hours in the event the responsible school administrator determines that such action is justified in disciplining the student. No student may be detained after regular school hours until his or her parent or guardian has received prior notice of the detention to take place on a particular school day.

- i. The notice provided for under this policy need not be completed prior to detention of the student if detention is necessary for the student's health or safety.

[Utah Code § 53A-3-415 \(1991\)](#)

- b. Suspension.
- c. Involuntary transfer. Involuntary transfer to another school, campus, community-based alternative school or other special program within the District.
- d. Expulsion.

Authority to Impose Discipline—

The Board of Education hereby delegates to each school principal within the District the authority to suspend a student in the principal's school for up to ten (10) school days, in accordance with this policy.

The Board of Education hereby delegates to the superintendent the authority to suspend a student for up to one (1) school year.

The Board of Education has the authority to expel a student for a fixed or indefinite period.

[Utah Code § 53A-11-905 \(2007\)](#)

Procedure for Imposing Discipline—

Remedial measures or disciplinary sanctions may be imposed on a student only after it has been determined, following appropriate due process, that the student has committed a violation. The nature of the due process required depends in part on the magnitude of the penalty to be imposed.

1. Short-term Suspension
 - a. Informal due process hearing. A school principal may suspend a student for up to ten (10) school days for a violation. Prior to imposing such a suspension, the school principal shall meet with the student, if possible, to discuss the incident(s) and to provide the student an opportunity to respond. The principal shall then determine whether a violation has occurred and whether suspension or other discipline is appropriate. In appropriate cases, the principal shall consider and offer the student alternatives to suspension, including in-school suspension and parental attendance with the student (where appropriate consent from teachers is obtained).
 - b. Short-term suspension pending due process hearing. If the school principal makes an initial determination that the violation warrants long-term suspension or expulsion, the school principal may recommend those sanctions and may impose a short-term suspension pending a hearing on whether those sanctions should be imposed.
 - c. Departure from school grounds. A suspended student shall immediately leave the school building and grounds following a determination by the school of the best way to transfer custody of the student to the parent or guardian or other person authorized by the parent or applicable law to accept custody of the student.

[Utah Code § 53A-11-905\(5\)\(a\) \(2007\)](#)

- d. Notice of short-term suspension. If a short-term suspension is imposed, the principal or assistant principal shall immediately provide notice to the student's parent or guardian. Notice shall, if possible, be given by telephone. If reasonable efforts to contact the parent or guardian by telephone are unsuccessful, then written notice shall be sent to the parent or guardian. The notice, whether verbal or written, shall include the following:
 - i. That the student has been suspended.

- ii. The grounds for the suspension.
- iii. The period of time for which the student is suspended.
- iv. The date, time and place for the parent or guardian and student to meet with the principal or assistant principal to review the suspension. This meeting shall be scheduled to occur as soon as is practicable, but in all cases prior to the end of the tenth day of the suspension.

Goss v. Lopez, 410 U.S. 565 (1975)

[Utah Code § 53A-11-905\(4\) \(2007\)](#)

- e. Notice of recommended expulsion or long-term suspension. If the principal or assistant principal has recommended that the superintendent expel the student or suspend the student for a period longer than ten days, that fact shall be included in the notice to the parent or guardian.
- f. Meeting to review suspension. At this meeting, the principal or assistant principal shall review with the parent or guardian and student the charges and evidence against the student, and shall provide the student and parent or guardian with an opportunity to respond. During this meeting, the principal or assistant principal may determine whether the suspension previously imposed should be maintained, whether to adopt an alternative remedial measure, or whether the suspension should be terminated. The principal or assistant principal should also discuss with the parent or guardian a plan to avoid recurrence of the problem.

[Utah Code § 53A-11-905\(5\)\(b\), \(c\) \(2007\)](#)

2. Long-term Suspension or Expulsion

- a. Due process hearing. If the principal or assistant principal recommends long-term suspension or expulsion, he or she shall notify the superintendent of that recommendation. The superintendent shall then schedule a hearing to be held with the student's parent or guardian, the student, and the superintendent or the superintendent's designee. The hearing shall be scheduled to take place prior to the tenth day of the student's suspension where possible.
- b. Notice of hearing. The superintendent shall provide written notice of the date, time and place of the hearing to the student and his or her parent or guardian so as to afford a reasonable opportunity for preparation. The notice shall include a statement of the charges against the student, that a recommendation has been made for suspension for more than 10 days or for expulsion and the period of time for which suspension or expulsion has been recommended. The statement of the charges against the student shall include the nature of the evidence and the names of any witnesses whose testimony may be used against the student unless confidentiality is required due to the necessity to protect student witnesses.

Wagner v. Ft. Wayne Community Schools, 255 F. Supp. 2d 915 (N.D. Ind. 2003)

- c. Conduct of hearing. The superintendent or the superintendent's designee shall preside at and conduct the hearing at the appointed time and place. The district and the student may each be represented by a person of their choice. Each side may present testimony of witnesses or other evidence, may cross-examine witnesses and may make legal arguments relevant to the issues. However, the district may present hearsay evidence if confidentiality is required due to the necessity to protect witnesses.

Wagner v. Ft. Wayne Community Schools, 255 F. Supp. 2d 915 (N.D. Ind. 2003)

- d. Decision. At the conclusion of the hearing, the superintendent or designee shall make a final determination of the matter, and shall state his or her determination to those attending the hearing. The determination shall then be placed in writing and mailed to the student and his or her parent or guardian. Upon a finding that the student has engaged in conduct warranting discipline, the superintendent may determine what discipline or remedial measures are appropriate for the conduct. If the superintendent determines that the appropriate sanction is expulsion, then that sanction must be authorized by the Board of Education as set out below. Apart from expulsion, the superintendent may impose any of the available remedial measures or sanctions as are found to be appropriate. In determining the appropriate sanction, the superintendent shall consider whether alternatives to suspension are appropriate or available.

[Utah Code § 53A-11-905 \(2007\)](#)

[Utah Code § 53A-11-906 \(2007\)](#)

- e. Appeal. A student may appeal the determination of the superintendent to the Board of Education by filing a written notice of appeal with the superintendent within ten (10) days of the date the decision of the superintendent is mailed to the student. No further hearing will be held. The Board will review the evidence submitted to the superintendent and the written determination of the superintendent. The Board may affirm the superintendent's decision or modify the Superintendent's decision. The Board's written decision will be issued within thirty (30) days of receipt of the student's written notice of appeal.
- f. Board evaluation of expulsion recommendation. If the superintendent recommends expulsion for an indefinite or definite period of time, then the superintendent will transmit that recommendation to the Board of Education along with the record of evidence submitted to the superintendent. The Board may review the recommendation based on this record or may at its sole discretion accept further evidence. Following its review, the Board may accept, modify, or reject the recommendation, or impose other disciplinary sanctions. This decision is final.

[Utah Code § 53A-11-905\(3\) \(2007\)](#)

- g. 45-day review of mandatory one-year expulsions. Where a student has been expelled for one year because of a violation involving a weapon, explosive, or flammable material, a hearing shall be held within 45 days of the imposition of the expulsion. This hearing shall be held before the superintendent or the superintendent's designee, and shall be attended by the student and a parent or guardian of the student. At this hearing, the superintendent shall determine
 - i. what conditions must be met by the student and the student's parent or guardian for the student to return to school;
 - ii. whether the student should be placed on probation in a regular or alternative school setting, and if so what conditions must be met by the student to assure the safety of students and staff at the school the student is placed in; and
 - iii. if it would be in the best interest of both the school district and the student to modify the expulsion term to less than a year, giving highest priority to providing a safe school environment for all students.
 - iv. If the superintendent or his or her designee determines that the student should return to school prior to the expiration of the one-year expulsion term conditioned on compliance with the conditions established by the superintendent, then the superintendent shall submit that recommendation to

the Board of Education. If the Board of Education approves the return, the student may return to school pursuant to the conditions established.

[Utah Code § 53A-11-904\(2\)\(b\) \(2010\)](#)

- h. A student may be denied admission to a public school on the basis of having been expelled from that or any other school during the preceding 12 months.

[Utah Code § 53A-11-904\(3\) \(2010\)](#)

Evidence in Student Hearings—

All student disciplinary hearings shall be conducted by the Board or its designee in an executive session. All evidence presented in such hearings shall constitute student educational records and shall be treated as "confidential". The District hereby designates all student records as "protected" under the Government Records Access Management Act. The names of students giving statements used in a student hearing involving other students may be protected and redacted where necessary to protect the students from threats of harm or interference with the educational process.

Notification of Weapons on School Property—

Whenever a student is found on school property during school hours or a school sponsored activity in possession of a dangerous weapon and that information is reported to or known by the principal, the principal shall notify appropriate law enforcement personnel as well as school and district personnel who, in the good faith opinion of the principal should be informed.

[Utah Code § 53A-11-1101 \(1994\)](#)

Education of Students Subject to Discipline—

The educational services that will be provided to students subject to discipline will depend upon the nature of the discipline.

1. Students subject to remedial measures. Students subject to remedial measures such as a remedial discipline plan, class attendance with a parent, or in-school suspension will continue to receive educational services from the district according to the remedial measure. A student transferred to another school or program within the district will receive educational services through that school or program.
2. Parental responsibility for education. When a student is expelled or is suspended for more than 10 days, it is the responsibility of the parent's student or guardian to undertake an alternative education plan which will ensure that the student's education continues during the period of the suspension or expulsion. The parent or guardian shall work with designated school officials to determine how that responsibility might best be met through private education, alternative programs offered by the district, or other alternatives which will reasonably meet the student's educational needs. Costs for educational services not provided by the district are the responsibility of the student's parent or guardian.

[Utah Code § 53A-11-907 \(2007\)](#)

3. Review of student progress. The district shall contact the parent or guardian of each suspended or expelled student under the age of 16 at least once per month to determine the student's progress.

[Utah Code § 53A-11-907\(4\)\(b\) \(2007\)](#)

4. Record of disciplined students. The district shall maintain a record of all suspended or expelled students and a notation of the recorded suspension or expulsion shall be attached to the student's transcript.

[Utah Code § 53A-11-907\(4\)\(a\) \(2007\)](#)

Readmission of Suspended or Expelled Students—

1. Suspended students. A suspended student may not be readmitted to a public school until the student and the student's parent or guardian have met with a designated school official to review the suspension and have agreed with the school official upon a plan to avoid recurrence of the violation resulting in suspension. At the discretion of the principal, the student may be readmitted if the student and the student's parent or guardian have agreed to participate in such a meeting. However, a suspension may not extend beyond ten (10) days unless the student and the student's parent or guardian have been given a reasonable opportunity to meet with a designated school official to respond to the allegations and proposed disciplinary action.
5. Expelled students. The superintendent or his or her designee shall review the expulsion sanction of each expelled student at least once per year and shall report the conclusions of such review to the Board of Education. The superintendent or his or her designee may make recommendations regarding whether such sanction should be modified or removed, and what conditions, if any, should be imposed on the student's readmission. If the Board has expelled a student for a set period of time and has not otherwise specified, at the expiration of that expulsion term a student may enroll at his or her area school on the same terms as a new student.

Response to School Safety and Crisis Line —

The District shall respond to reports received through the School Safety and Crisis Line in accordance with models developed by the State Board of Education.

[Utah Code § 53A-11-902\(9\) \(2017\)](#)

Grand County School District

Students: Conduct

Safe Schools-Alcohol and Drugs

A person may not possess or drink an alcoholic beverage inside or on the grounds of any building operated by a part of the District or in those portions of any building, park, or stadium that is being used for an activity sponsored by or through the District or any part thereof. Violation of this provision is a misdemeanor.

[Utah Code § 53A-3-501 \(1998\)](#)

Student Offenses—

No student shall distribute, dispense, possess, use or be under the influence of any alcoholic beverage, malt beverage or fortified wine or other intoxicating liquor or unlawfully manufacture, distribute, dispense, possess or use or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, anabolic steroid or any other controlled substance, as defined in schedules I through V of Section 202 of the Controlled Substances Act ([21 U.S.C. § 812](#)) and as further defined by regulation at [21 CFR § 1300.1 et seq.](#), before, during or after school hours at school or in any other school district location as defined below.

School District Location Defined—

"School district location" means in any school building or on any school premises; on any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or school activities; off school property at any school-sponsored or school-approved activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district.

Guidelines—

Compliance with this policy should be mandatory. A student who violates the terms of this policy may be suspended or expelled from school, at the discretion of the Board. Each student found in violation of this policy shall be provided with information about drug and alcohol counseling, rehabilitation, and re-entry programs available to students through the school district or otherwise. Violations of the policy on drugs and alcohol may be reported to an appropriate law enforcement agency if permitted under [Utah Code § 53A-11-911](#).

1. Violations—Use or Possession

a. First Violation:

- i. Students violating the Drugs and Alcohol Policy for the first time will automatically be placed in an alternative education program at home for a minimum of ten (10) days. Students who are participants of teams, choirs, clubs, etc., or elected officers will give up their involvement in that extracurricular activity for the duration of the ten (10) days. They will not be allowed to attend such activities, even as a spectator. Students and their parents will have an opportunity to fulfill the ten (10) day obligation in two ways:
- ii. The student will be placed in an alternative educational program based at home for the designated ten (10) school days. Parents will be required to coordinate homework assignments with a designated school representative.
- iii. In lieu of the ten (10) day home-based alternative educational program, the student and his/her parents will enroll in an Early Intervention Drugs and Alcohol Class. The student will be able to return to regular classes the day following the first session of the class. Parents will be required to coordinate homework assignments with a designated school representative during the intervening time.

- b. Second Violation:
 - i. If there is a second violation of the Drugs and Alcohol Policy, the student will be placed on a home-based alternative educational program for a period of nine (9) weeks. A certificated teacher will be sent to the home for two hours once a week for the nine-week period to aid the student with his/her learning.
 - ii. Any student who has a second violation of the Drugs and Alcohol Policy must submit to a written assessment for potential chemical dependence. This assessment will be conducted by a District team composed of the local school guidance specialist and a school district psychologist. Any assessment done by anyone other than this team would be at the option and expense of the parent(s) or guardian(s). Before the student is readmitted to school, the assessment results will be presented to the parent(s) or guardian(s) and will be forwarded to Juvenile Court if permitted under [Utah Code § 53A-11-911](#).
 - c. Third Violation:
 - i. If any student is involved in a third violation of the Drugs and Alcohol Policy, the student will automatically be placed in a home-based alternative education program for the remainder of the school year.
2. Violations -- Selling or Distributing
- a. First Offense:
 - i. Because of the seriousness of the offense, a student selling and/or delivering alcohol or other illegal substances shall be automatically placed in a home-based alternative educational program for a period of nine (9) weeks.
 - ii. Before the student is re-admitted to school, he/she must submit to a written assessment for potential chemical dependence. This assessment will be conducted by a District team composed of the local school guidance specialist and a school district psychologist. Any assessment done by anyone other than this team would be at the option and expense of the parent () or guardian(s). The assessment results will be presented to the parent(s) or guardian(s) and will be forwarded to Juvenile Court if permitted under [Utah Code § 53A-11-911](#).
 - b. Second Offense:
 - i. Any second offense for selling and/or delivering alcohol or other illegal substance will automatically place a student in a home-based alternative educational program for the remainder of the school year.
3. Alternative Education
- a. Students who violate the Drug and Alcohol Policy will be placed in alternative education programs as outlined under items 1 and 2. If the designated number of days or weeks of alternative education cannot be completed by the end of the school year, the alternative education program is to be completed at the beginning of the next school year.
4. Repeat Offenders
- a. Records will be maintained on all violations of the Drug and Alcohol policy. A student with more than one violation on record will be considered a repeat offender

whether the first offense was committed in the current school year or in any prior school year.

5. Removal from Campus

- a. During the time a student is on the home-based alternative educational program, he/she is not to be on campus or be a spectator or participant or attend any extra-curricular activity sponsored by the school. If a senior student is placed on the home-based alternative educational program for violation of the Drugs and Alcohol Policy and that placement coincides with the end of school, he/she will not be allowed to participate in graduation exercises. The diploma will be awarded upon completion of the home-based alternative educational program and all other graduation requirements.

6. Students in Elected Positions

- a. Students in elected leadership positions or representing the school through current extracurricular activities who violate this policy are subject to its guidelines regardless of the time or location of the violation. Students found in violation of this policy will also be subject to the due process under the school district's policy.

7. Disclosure

- a. Utah state law requires teachers and school personnel to disclose information of suspected chemical and alcohol abuse to the parent or guardian. Personnel will complete the Suspected Abuse Report form and submit it to the appropriate school administrator for referral to the parent or guardian.

[Utah Code § 53A-11-402 \(1988\)](#)

[Utah Code § 53A-11-403 \(2017\)](#)

- b. The purpose of disclosure will be to make parents aware of potential problems and dangers associated with substance abuse.
- c. The disclosure will review student behavior or situations causing concern: attendance, discipline, behavior, grades, physical symptoms, and other problems that affect school performance.
- d. Disclosure will allow parents to seek help for further evaluation of the child from outside agencies.
- e. Parents will be provided with information regarding agencies providing service to adolescents: assessment counseling and treatment.
- f. In complying with Utah state law for disclosure, the school district meets this obligation to parents. The school system will not be held responsible for any financial action resulting from disclosure (assessment, treatment, or counseling). Payment for services or materials provided by chemical abuse professionals who are not school employees will be the responsibility of the parents.

8. Treatment

- a. In order to support the family and student when treatment is sought, the District will provide elective credit for education received during the treatment process. The treatment program must meet Utah State Division of Alcoholism and drug license qualifications.
- b. Inpatient/Day Treatment—A student may earn a maximum of one health credit for inpatient treatment under the following guidelines:

- i. Successful completion of the treatment credit will be awarded on the same basis as academic credit (90 hrs. equals 1/2 credit).
 - ii. A maximum of five and one-half (5 ½) hours per day may be counted.
- c. Aftercare—After completion of the treatment program, a student may earn one elective health credit for participation in an approved aftercare program. The following condition must be met:
 - i. A maximum of one credit hour may be earned. This credit will be recorded as one elective health credit.
 - ii. Credit will be awarded on the same hourly basis as academic credit. (90 hours equals ½ credit).
 - iii. Students must submit a schedule of aftercare programs and verification of regular attendance.

Notice—

The following notice shall be provided to all students of the District:

YOU ARE HEREBY NOTIFIED that use of illicit drugs and the unlawful possession and use of alcohol is wrong and harmful and that it is a violation of the policy of this school district for any student to distribute, dispense, possess, use, or be under the influence of any alcoholic beverage, malt beverage or fortified wine or other intoxicating liquor or unlawfully manufacture, distribute, dispense, possess or use or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, anabolic steroid or any other controlled substance as defined in Schedules I through of Section 202 of Controlled Substances Act (21 U.S.C. S 812) and as further defined by regulation at 21 C.F.R. 1300.11 through 1300.15, before, during or after school hours, at school or in any other school district location as defined below.

"School district location" means in any school building and on any school premises; in any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or other school activities; off-school property at any school-sponsored or school-approved activity, event or function, such as a field trip or athletic event, or during any period of time when the student is under the supervision of school district personnel or otherwise engaged in a school district activity.

Any student who violates the terms of the school district's Drug and Alcohol Policy is subject to the discipline outlined in the school district's policies including all disciplinary sanctions consistent with local, state and federal law, up to and including expulsion and referral for prosecution and/or completion of an appropriate rehabilitation program.

YOU ARE FURTHER NOTIFIED that compliance with this policy is mandatory.

Section 5145 of the Drug Free Schools and Community Act (Public Law 101-226).

Grand County School District

Students: Conduct

Safe Schools-Sexual Harassment

Board Policy—

It is the policy of the Board of Education of the Grand County School District to provide an educational environment free from sexual harassment and discrimination on the basis of sex. It shall be a violation of this policy for any student to sexually harass any other student. The District encourages all victims of sexual harassment and persons with knowledge of sexual harassment to make a written report of any harassment immediately. All complainants have the right to be free from retaliation of any kind. The District will promptly investigate all formal, informal, verbal, and written complaints of sexual harassment, and take prompt corrective action to end the harassment.

No Private Rights—

Nothing in this policy shall be construed to give any right, claim or action beyond the specific process provided in this policy.

Definitions—

1. "Sexual Harassment" means unwelcome sexual advances, requests for sexual favors, other physical or verbal conduct or communications of a sexual nature, and any other gender-based harassment, when:
 - a. Submission to or rejection of the conduct affects the student's academic performance, participation in school-sponsored activities, or any other aspect of the student's education; or
 - b. The conduct has the purpose or effect of unreasonably interfering with a student's academic performance or participation in school-sponsored activities, or creating an intimidating, hostile or offensive education environment.
2. Complaints received will be thoroughly investigated to determine whether the totality of the behavior and circumstances meet any of the elements of the definitions and should be treated as sexual harassment. Unacceptable conduct may or may not constitute sexual harassment. Normally, unacceptable behavior must be severe or pervasive to be considered sexual harassment.
3. School related conduct that the District considers unacceptable and often a part of sexual harassment includes, but is not limited to, the following:
 - a. Rape, attempted rape, sexual assault, attempted sexual assault, forcible sexual abuse, hazing, and other sexual and gender-based activity of a criminal nature as defined under the Utah Criminal Code.
 - b. Sexual invitations or requests for sexual activity in exchange for grades, preferences, favors, selection for extracurricular activities, homework, etc.;
 - c. Offensive public sexual display of affection, including groping, fondling, petting or inappropriate touching of oneself or others;
 - d. Any offensive communication that is sexually degrading or implies sexual motives or intentions, such as sexual remarks or innuendoes about an individual's clothing, appearance or activities; sexual gestures; public conversations about sexual activities or exploits; sexual rumors and "ratings list," howling, catcalls, and whistles; sexually graphic computer messages or games, etc.;

- e. Offensive name calling or profanity that is sexually suggestive, sexually degrading, implies sexual intentions;
- f. Unwelcome physical contact or closeness that is sexually suggestive, sexually degrading, or sexually intimidating such as the unwelcome touching of another's body parts, spanking, pinching, stalking, frontal-body hugs, etc.;
- g. Offensive physical pranks or touching of an individual's clothing, such as hazing and initiation, "streaking," "mooning," "snuggies," or "wedgies," bra-snapping, skirt "flip-ups," "spiking" (pulling down someone's pants or swimming suit); pinching; placing hands inside an individual's pants, shirt, blouse, or dress, etc.;
- h. Gestures that are sexually suggestive, sexually degrading or imply sexual motives or intentions;
- i. Clothing with sexually obscene or sexually explicit slogans or messages;
- j. Written or pictorial display or distribution of pornographic or other sexually explicit materials such as magazines, videos, films, etc.

Support of Students Subject to Sexual Harassment—

When it is determined that a student has been subject to sexual harassment, consideration should be given to what support, counseling, or other assistance the student may need to prevent such mistreatment from adversely affecting the student's ability to learn and function in the school setting.

Protection from Reprisals—

Students filing complaints shall be free from bias, collusion, intimidation, or reprisal.

Students subjected to sexual harassment are first encouraged to confront the harasser and tell the harasser to stop the conduct because it is unwelcome. Complainants should document the incident(s) of harassment, and any conversations they have with the harasser, noting such information as time, date, place, what was said or done, and other relevant circumstances surrounding the event(s).

If the complainant's concerns are not resolved satisfactorily through a discussion with the harasser, or if the complainant feels he/she cannot discuss the concerns with the harasser, the complainant should directly inform school staff of the complaint and should clearly indicate what action he/she wants taken to resolve the complaint. Whenever reasonable, the complainant should file a written complaint.

Any school employee who receives a complaint of sexual harassment from a student shall inform the student of the employee's obligation to report the complaint to the principal, and then shall immediately notify the principal.

Complainants who contact school staff with a complaint are encouraged to submit the complaint in writing. However, complaints may be filed verbally. Alternate methods of filing complaints shall be made available to individuals with disabilities who need accommodation.

Confidentiality—

It is District policy to respect the privacy and anonymity of all parties and witnesses to complaints brought under this policy. However, because an individual's right to confidentiality must be balanced with the District's obligations to cooperate with police investigations or legal proceedings, or to investigate and take necessary action to resolve a complaint, the District retains the right to disclose the identity of parties and witnesses to complaints in appropriate circumstances.

Where a complaint involves allegations of child abuse, the complaint shall be immediately reported to appropriate law enforcement authorities and the anonymity of both the complainant and school officials involved in the investigation will be strictly protected as required by [Utah Code § 62A-4a-412](#).

1. Initial Investigative Procedures.

- a. The school administrator has the responsibility to conduct a preliminary review when he/she receives a verbal or written complaint of sexual harassment, or if he/she observes sexual harassment. The site administrator should take the following steps:
 - i. Interview the complainant and document the conversation. Instruct the complainant to have no contact or communication regarding the complaint with the alleged harasser. Ask the complainant specifically what action he/she wants taken in order to resolve the complaint. Notify the complainant of his/her right to have someone of the same gender conduct or be present during the investigation. The Complainant should be urged to make a written statement where feasible under the circumstances.
 - ii. Interview the alleged harasser regarding the complaint and inform the alleged harasser that if the objectionable conduct has occurred, it must cease immediately. Document the conversation.
 - iii. Instruct the alleged harasser to have no contact or communication regarding the complaint with the complainant and to not take any retaliatory action against the complainant.
 - iv. If the alleged harasser admits all or part of the allegations, issue a written warning/reprimand to the harasser and place a copy in the student's cumulative education record/file. If the harasser is an employee, submit a copy of the written warning/ reprimand to the District Human Resources Department for inclusion in the harasser's personnel file. In certain cases expulsion may be warranted for a first offense if the conduct is egregious. Repeated offenses may warrant suspension and expulsion. In addition, promptly contact the Human Resources Department, Area Director, or Title IX Coordinator in situations involving repeated violations or severe infractions such as criminal touching, quid pro quo (e.g., offering educational rewards or punishments as an inducement for sexual favors), or acts which shock the conscience of a reasonable person.
 - v. If the alleged harasser denies the allegations, promptly conduct a further investigation including interviewing witnesses, if any.
 - vi. Submit a copy of all investigation and interview documentation to the District Compliance Officer/Title IX Coordinator, and to the Human Resources Department if the complaint involves a School District employee.
 - vii. Report back to the complainant, notifying him/her in person and in writing regarding the action taken to resolve the complaint. Instruct the complainant to report immediately if the objectionable behavior occurs again or if the alleged harasser retaliates against him/her.
 - viii. Notify the complainant that if he/she desires further investigation and action, the complaint will be forwarded for a District level investigation.

Principal's Recommendation—

The principal must consider the severity or pervasiveness of the conduct and exercise discretion in determining whether a District level investigation is necessary regardless of the complainant's desires. If a blatant violation occurs involving criminal touching, quid pro quo (e.g., offering an academic reward or punishment as an inducement for sexual favors), or acts which shock the conscience of a reasonable person, the complaint should be referred promptly to the appropriate Area Director, Assistant Superintendent, Superintendent, Human Resources Director, or Compliance Officer/Title IX Coordinator. In addition, where the principal has reasonable suspicion that the alleged harassment involves criminal activity, he/she should immediately contact appropriate law enforcement authorities.

Whenever a sexual harassment complaint is made, the principal must take action to investigate the complaint or to refer the complaint for investigation even if the student does not request any action or withdraws the complaint.

Investigations should commence as soon as possible.

If the initial investigation results in a determination that sexual harassment did occur, and the harasser repeats the wrongful behavior or retaliates against the complainant, the principal will take prompt disciplinary action and will notify the District Compliance Officer/Title IX Coordinator.

District Level Investigation—

Complainants who are not satisfied with the outcome of the initial investigation may request a District level investigation by submitting the written complaint to the appropriate Compliance Officer/Title IX Coordinator.

The District level investigation should commence as soon as possible.

In conducting the District level investigation, the District may choose to use an investigative team that has received training in sexual harassment investigation or that has previous experience investigating sexual harassment complaints.

If this investigation results in a determination that sexual harassment did occur, prompt corrective action may be taken including suspension, expulsion, change of placement, or loss of extracurricular activities.

Following the District investigation and determination, the District will notify the complainant in writing of the action taken.

The District level review exhausts all process and remedies provided under this policy.

Retaliation Prohibited—

Any act of reprisal against any person who opposes sexually harassing behavior, or who has filed a complaint, is prohibited and therefore subject to disciplinary action. Likewise, reprisal against any person who has testified, assisted, or participated in any manner in an investigation, proceeding, or hearing of a sexual harassment complaint is prohibited and therefore subject to disciplinary action.

Discipline—

Any individual who violates this policy will be subject to appropriate disciplinary action under applicable school discipline policies, District Human Resource policies, and the District Safe Schools Policy.

Depending on the severity or persistence of the harassment, an individual who violates this policy may be subject to suspension, exclusion, probation, termination, or alternate placement. In addition, students who violate this policy may lose the privilege of participating in extracurricular activities.

If school administrators have reasonable suspicion that the harassment involves sexual assault, rape, or any other activity of a criminal nature, the District shall notify appropriate law enforcement authorities and immediately initiate proceedings to remove the accused party from the situation.

If the accused is a student with a disability whose education involves services under the Individuals with Disabilities Education Act (IDEA) or accommodations under Section 504 of the Rehabilitation Act or the Americans with Disabilities Act, no disciplinary action, change of placement, or other steps shall be taken without convening a multi-disciplinary team to determine the extent to which the harassing behavior is a manifestation of the student's disability.

False Complaints—

False, malicious or frivolous complaints of sexual harassment shall result in corrective or disciplinary action taken against the complainant.

Records—

Separate confidential records of all sexual harassment complaints and initial investigations shall be maintained in the principal's office. Records of district level investigations shall be maintained in the office of the Compliance Officer/Title IX Coordinator, as follows:

1. Records of initial complaints and investigations shall be retained for at least one (1) year.
2. Records of district level investigations shall be retained for at least three (3) years.
3. Records of complaints and investigations of blatant violations involving criminal touching, quid pro quo, other criminal acts, or acts which shock the conscience of a reasonable person shall be retained permanently.

Dissemination of Policy—

A summary of this policy and related materials shall be posted in a prominent place in each District facility. The policy shall also be published in student registration materials, student and employee handbooks, and other appropriate school publications as directed by the District Compliance officer/Title IX Coordinator.

Grand County School District

Students: Conduct

Safe Schools-Disruptive Student Behavior

Disruptive Student Behavior—

It is a violation of District policy for a student to engage in disruptive student behavior. Disruptive student behavior includes:

1. Frequent or flagrant willful disobedience, defiance of proper authority, or disruptive behavior, including the use of foul, profane, vulgar, or abusive language;
2. Willful destruction or defacing of school property;
3. Behavior or threatened behavior which poses an immediate and significant threat to the welfare, safety, or morals of other students or school personnel or to the operation of the school;
4. Possession, control, or use of an electronic cigarette as defined by Utah Code [Utah Code § 76-10-101](#), tobacco or an alcoholic beverage contrary to law;
5. The commission of an act involving the use of force or the threatened use of force which if committed by an adult would be a felony or class A misdemeanor.
6. Behavior listed below which threatens harm or does harm to the school or school property, or to a person associated with the school, or property associated with that person, regardless of where it occurs; as well as violation listed below that affect another student or staff member, or any serious violation occurring in a school building, in or on school property, or in conjunction with any school activity, including:
 - a. the possession, control, or actual or threatened use of a real weapon, explosive, or noxious or flammable material;
 - b. the actual or threatened use of a look-alike weapon with intent to intimidate another person or to disrupt normal school activities; or
 - c. the sale, control, or distribution of a drug or controlled substance as defined in [Utah Code § 58-37-2](#), an imitation controlled substance defined in [Utah Code § 58-37b-2](#), or drug paraphernalia as defined in [Utah Code § 58-37a-3](#).
7. Hazing, demeaning, or assaultive behavior, whether consensual or not, including behavior involving physical violence, restraint, improper touching, or inappropriate exposure of body parts not normally exposed in public settings, forced ingestion of any substance, or any act which would constitute a crime against a person or public order under Utah law.

[Utah Code § 53A-11-910 \(2017\)](#)

[Utah Code § 53A-11-908 \(2017\)](#)

Notice of Disruptive Student Behavior—

A school principal or the principal's designee shall issue a Notice of Disruptive Student Behavior to a student, nine years of age or older, who:

1. Engages in disruptive student behavior, which does not result in suspension or expulsion, three times during the school year; or
2. Engages in disruptive student behavior, which results in suspension or expulsion, once during the school year.

The Notice of Disruptive Student Behavior shall:

1. Include a list of available resources, including a school counselor or other school representative designated to work with the student, to assist the parent or legal guardian in resolving the student's disruptive behavior problem before the student becomes subject to the jurisdiction of the juvenile court as discussed below;
2. Require the student and a parent or legal guardian of the student to meet with school authorities to discuss the student's disruptive behavior and cooperate in correcting the disruptive student behavior;
3. Outline the procedure the parent or legal guardian can follow to contest the notice of disruptive student behavior; and
4. Shall be mailed by certified mail to, or served on, the parent or legal guardian of the student.

[Utah Code § 53A-11-910 \(2017\)](#)

[Utah Admin. Rules R277-609-8 \(December 8, 2016\)](#)

A copy of the Notice of Disruptive Student Behavior and any related documentation shall be retained by the school as documentation regarding the notice.

Habitual Disruptive Student Behavior Notice—

A habitual disruptive student behavior notice may only be issued by the school principal, a designee of the school principal, or a truancy specialist, to a student, nine years or age or older, who:

1. Engages in disruptive student behavior, that does not result in suspension or expulsion, at least six times during the school year;
2. Engages in disruptive student behavior, that (A) does not result in suspension or expulsion, at least three times during the school year; and (B) that results in suspension or expulsion, at least once during the school year; or
3. Engages in disruptive student behavior that results in suspension or expulsion at least twice during the school year.

Within five days after the day on which a habitual disruptive student behavior notice is issued, a representative of the school district shall provide documentation, to a parent or legal guardian of the student who receives the notice, of the efforts to attempt to resolve the minor's disruptive student behavior problems made by the designated school counselor or representative identified in the notice of disruptive student behavior.

[Utah Code § 53A-11-910 \(2017\)](#)

Grand County School District

Students: Conduct

Safe Schools-Discipline of Students with Disabilities

[Note: Most school districts have adopted policies regulating discipline of students with disabilities in conformity with the requirements of IDEA. A school may choose to follow the previously adopted policy, making reference to that policy, rather than including this section in the Safe Schools policy. Board policy 5020 in our case]

Discipline Procedures for Students with a Disability—

Federal and state laws restrict disciplining a student for conduct which is a manifestation of a disability. Therefore, where a student who has been identified as eligible for special education services engages in conduct which is a violation of school rules or is conduct subject to discipline under this general policy, additional procedures may apply. If the student has not previously been identified as eligible for special education, but asserts that he or she should receive the procedural protections, application of the procedural protections will depend on the criteria set forth below.

Identified Students with a Disability

Change of Placement for Disciplinary Reasons—

For purposes of removals of a student with a disability from the student's current educational placement, a change of placement occurs if:

1. The removal is for more than ten (10) consecutive school days.
2. The student is subjected to a series of removals that constitute a pattern because they cumulate to more than ten (10) school days in a school year, and because of a such as the length of each removal, the total amount of time each student is removed, and the proximity of the removals to one another.

Removals—

1. Ten (10) School Days or Less
 - a. Short-term suspension
 - i. To the extent removal would be applied to students without disabilities, a principal may remove a student with a disability who violates the code of student conduct found in Policy FHA from his or her current placement to an appropriate interim alternative educational setting, another setting, or suspension, for not more than ten (10) school days without implicating any of the additional IDEA safeguards.

State Office Special Education Rules

[34 CFR § 300.530](#)

[20 U.S.C. § 1415\(k\)\(1\)\(B\)](#)

2. Change in Placement: Removals for More than Ten (10) School Days
 - a. Long-term suspension or expulsion.
 - i. Any suspension of a student with a disability for more than ten (10) days constitutes a change in placement, as does a change in the student's educational program (classroom assignment) for disciplinary reasons. Prior to a change in placement, parents of the student must be notified of the proposed change and provided the procedural safeguards notice described in the state's Special Education Rules, and the student's IEP team and other

qualified personnel must conduct a manifestation determination review of the relationship between the student's disability and the behavior subject to the disciplinary action. The manifestation determination review must take place immediately, if possible, but in no case later than ten (10) school days after the date on which the decision to take action was made.

[34 CFR § 300.530](#)

Manifestation Determination—

Within ten (10) days of any decision to change the placement of the student with a disability because of a violation of the code of student conduct, the school, the parent or guardian, and relevant members of the IEP Team (as determined by the parent/guardian and school) shall review all relevant information in the student's file, including the student's IEP, any teacher observations, and any relevant information provided to the parents to determine:

1. If the conduct in question was caused by, or had a direct and substantial relationship to, the student's disability; or
2. If the conduct in question was the direct result of the school's failure to implement the IEP.

If the school, the parent or guardian, and relevant members of the IEP Team determine that either section one (1) or (2) above is applicable to the student, the conduct shall be determined to be a manifestation of the student's disability.

1. If the IEP Team determines that the student's disruptive behavior is a manifestation of the disability or the result of inappropriate placement, the student may not be disciplined for the conduct. If the student's behavior indicates an inappropriate placement, the IEP Team shall review the placement and recommend alternatives. If the IEP Team determines that the behavior was a manifestation of the disability, it shall either rewrite the IEP to address the student's behavioral and educational needs or, when appropriate, consider the extension of an emergency removal.
2. If the IEP Team determines that the conduct is not a manifestation of the disability or a result of inappropriate placement, then the student may be disciplined under the same standards as are applied to non-disabled students. Provided, however, that if the student is suspended for more than 10 days in a given school year, the District still must provide services to the disabled student to the extent necessary to enable the student to appropriately progress in the general curriculum and appropriately advance toward achieving the goals set out in the student's IEP. The IEP Team shall determine the instructional and related services to be provided during the time of suspension. The student's IEP shall include goals and objectives designed to assist in returning the student to school and preventing significant regression.
3. If the student's parent or guardian disagrees with the IEP Team's manifestation determination, or regarding decisions for the student's placement, the parents may request a due process hearing pursuant to the policies governing students with disabilities.

[34 CFR § 300.121\(d\) \(2006\)](#)

[34 CFR § 300.530](#)

[34 CFR § 300.524 \(2006\)](#)

Students Not Identified as Eligible for Special Education—

If a student who has not been previously identified as eligible for special education services, or the student's parents, assert that the student is entitled to the special discipline procedures applicable to students with disabilities, then those procedures shall apply to the student if any of the following conditions are satisfied, subject to paragraph 5 below:

1. The student's parent or guardian has previously expressed in writing to the District that the student needs special education services.

2. The student's previous behavior or performance demonstrates the need for special education services.
3. The student's parent or guardian has previously requested that the student be evaluated for eligibility for special education services.
4. The student's teacher or other school personnel have previously expressed concern about the student's behavior or performance to the special education director of the school.
5. If, prior to the conduct for which discipline is contemplated, the District, either in response to information from any of the sources listed in paragraphs 1-4 above, either (a) evaluated the student and determined that the student was not a child with a disability or (b) determined that an evaluation was not necessary, and provided notice to the parent or guardian of the determination, then the special discipline procedures for students with disabilities shall not apply to the student, and the student shall be disciplined in accordance with the procedures for non-disabled students.

If, during the period of time in which a student is subject to disciplinary sanctions, the student's parent or guardian requests that the student be evaluated for eligibility for special education services, an evaluation shall be conducted on an expedited basis. Until the evaluation is complete, the student's educational placement shall remain the same (if the child has been suspended or expelled, for example, the suspension or expulsion shall remain in effect).

[34 CFR § 300.527 \(2006\)](#)

**Removal of Disabled Students for Weapon or Risk of Immediate Harm
Removal for Bringing Weapon to School—**

If a disabled student brings a weapon to school and that action was a manifestation of the student's disability, then that student must be placed in an interim alternative educational setting for a period to be determined but not to exceed 45 days.

1. The appropriate interim alternative educational setting shall be determined by the IEP Team.
2. If the student's parent or guardian requests a due process hearing, the student shall remain in the alternative educational setting during the pendency of any due process proceedings unless the parents and the special educational coordinator agree otherwise.
3. The IEP Team must convene prior to the end of the period of removal to the alternative educational setting to determine the least restrictive environment in which the student may be placed when the period of removal is concluded.

[34 CFR § 300.520\(a\)\(2\), \(d\)\(3\) \(2006\)](#)

[18 U.S.C. § 930\(g\)\(2\)](#)

Removal for Immediate Risk of Harm—

The educational placement of a student with a disability may be changed to an appropriate interim alternative placement for a period of time up to 45 days following an expedited due process hearing by a due process hearing officer if the hearing officer:

1. Determines that the District has shown by substantial evidence that maintaining the student's current placement is substantially likely to result in injury to the student or to others;
2. Considers the appropriateness of the student's current placement;
3. Considers whether the District has made reasonable efforts to minimize the risk of harm in the student's current placement, including by use of supplementary aids and services;
4. Determines that the proposed interim alternative educational placement is proposed by school personnel who have consulted with the student's special education teacher; and

5. Determines that the placement is selected to enable the student to progress in the general curriculum and to progress toward the goals in the IEP, and includes services and modifications designed to prevent recurrence of the behavior prompting the change in placement.

For purposes of this interim alternative placement hearing, "substantial evidence" means "beyond a preponderance of evidence."

[34 CFR § 300.521 \(2006\)](#)

Grand County School District

Students: Conduct

Safe Schools-Emergency Safety Interventions

This policy governs the use of emergency safety interventions, which are used to address situations where a student presents an immediate danger (to self or others) but which are not used for disciplinary purposes.

Definitions—

“Emergency safety intervention” means the use of seclusionary time out or physical restraint when a student presents an immediate danger to self or others, and the intervention is not for disciplinary purposes.

“Seclusionary time out” means that a student is:

1. Placed in a safe enclosed area by school personnel (the area must meet applicable health department and fire marshal regulations);
2. Purposefully isolated from adults and peers; and
3. Is prevented from leaving (or reasonably believes that the student will be prevented from leaving) the enclosed area.

"Physical restraint" means personal restriction that immobilizes or reduces the ability of an individual to move the individual's arms, legs, body, or head freely.

“Immediate danger” means the imminent danger of physical violence or aggression towards self or others which is likely to cause serious physical harm.

[Utah Admin. Rules R277-609-2\(3\), \(5\), \(16\) \(December 8, 2016\)](#)

Emergency Safety Intervention—

An emergency safety intervention is using seclusionary time out or physical restraint when a student presents an immediate danger to self or others (not for disciplinary purposes). The District shall implement policies and procedures for the use of emergency safety interventions for all students which are consistent with evidence-based practices.

Physical restraint as part of an emergency safety intervention may not be used with a student except within the guidelines stated below under Physical Restraint. Mechanical restraint may not be used as part of an emergency safety intervention, except those which are protective, stabilizing or required by law, or any device used by a law enforcement officer in carrying out law enforcement duties, including seatbelts or any other safety equipment when used to secure students during transportation. Chemical restraint may not be used as part of an emergency safety intervention, except as prescribed by a licensed physician, or other qualified health professional acting under the scope of the professional's authority under State law, for the standard treatment of a student's medical or psychiatric condition; and administered as prescribed by the licensed physician or other qualified health professional acting under the scope of the professional's authority under state law.

Seclusionary time out as part of an emergency safety intervention may not be used with a student except when a student presents an immediate danger of serious physical harm to self or others and within the guidelines stated below under Seclusionary Time Out.

For a student with a disability, emergency safety interventions may not be written into a student's individualized education program as a planned intervention unless school personnel, the family, and the IEP team agree less restrictive means which meet circumstances described in Utah Admin. Rule R277-608-4 have been attempted, a functional behavior analysis has been conducted, and a positive behavior intervention plan based on data analysis has been written into the plan and implemented.

[Utah Admin. Rules R277-609-4\(3\)\(k\) \(December 8, 2016\)](#)

[Utah Admin. Rules R277-609-5 \(December 8, 2016\)](#)

Physical Restraint—

Physical restraint may only be used when a student presents a danger of serious physical harm to self or others. It may not be used as a means of discipline or punishment. The student may not be placed in a prone (face-down) or supine (face-up) position in physical restraint. No restraint may be used which obstructs the airway of a student or which adversely affects a student's primary mode of communication.

All physical restraint must be immediately terminated when the student either (a) is no longer an immediate danger to self or others, or (b) is in severe distress. The restraint must be for the minimum time necessary to ensure safety and the District's release criteria must be implemented. However, a student may not be physically restrained for more than 30 minutes.

[Utah Admin. Rules R277-609-4\(3\)\(k\)\(i\) \(December 8, 2016\)](#)

[Utah Admin. Rules R277-609-5\(l\) \(December 8, 2016\)](#)

Seclusionary Time Out—

A seclusionary time out may only be used for purposes of maintaining safety and may not be used as a means of discipline or punishment. Seclusionary time out shall be used for the minimum time necessary to ensure safety and shall end according to the District's release criteria. However, a student may not be placed in seclusionary time out for more than 30 minutes. In using seclusionary time out, any door must remain unlocked and the student must be maintained within line of sight of the employee using the seclusionary time out.

[Utah Admin. Rules R277-609-4\(3\)\(k\)\(vii\) \(December 8, 2016\)](#)

[Utah Admin. Rules R277-609-5\(6\), \(8\) \(December 8, 2016\)](#)

Parental Notice—

When a crisis situation occurs that requires the use of an emergency safety intervention (physical restraint or seclusionary time out) to protect the student or others from harm, a school shall notify the student's parent or guardian and District administration immediately and in any event no later than the end of the school day. If a crisis situation occurs for more than 15 minutes, or if physical restraint or seclusionary time out is used for more than 15 minutes, the foregoing notice shall include that information.

The notice provided shall be documented in the student information system records.

The school shall, upon his or her request, provide to the student's parent or guardian a copy of any notes or additional documentation taken during a crisis situation. Within 24 hours of a crisis situation, the school shall notify the student's parent or guardian that such a request may be made. A student's parent or guardian may request a time to meet with school staff and administration to discuss the crisis situation.

[Utah Admin. Rules R277-609-4\(k\) \(December 8, 2016\)](#)

[Utah Admin. Rules R277-609-5\(2\), \(4\), \(7\), \(9\) \(December 8, 2016\)](#)

[Utah Admin. Rules R277-609-8\(3\), \(4\) \(December 8, 2016\)](#)

ESI Committee—

The District shall establish an Emergency Safety Intervention (ESI) Committee with members appointed by the Superintendent and consisting of two or more administrators, at least one parent or guardian of a student enrolled in the District, and at least two certified educational professionals with behavior training and knowledge of state rules and District discipline policies.

The ESI Committee shall meet often enough to monitor the use of emergency safety intervention in the District, shall determine and recommend professional development needs relating to emergency safety

Created:
Modified:

5560

intervention; and shall develop policies for local dispute resolution processes to address concerns regarding disciplinary actions.

The District shall collect, maintain, and periodically review documentation and other records of the use of emergency safety interventions at schools within the District, according to procedures defined by the State Superintendent of Public Instruction. Such documentation and records shall be provided annually to the State Superintendent.

[Utah Admin. Rules R277-609--6\(6\) to \(10\) \(December 8, 2016\)](#)

Grand County School District

Students: Student Data Protection

Definitions—

1. “**Aggregate Data**” means data that:
 - a. Are totaled and reported at the group, cohort, school, school district, region, or state level with at least 10 individuals in the level;
 - b. Do not reveal personally identifiable student data; and
 - c. Are collected in accordance with board rule.
2. “**Biometric Identifier**”
 - a. Biometric identifier means a:
 - i. Retina or iris scan;
 - ii. Fingerprint;
 - iii. Human biological sample used for valid scientific testing or screening; or
 - iv. Scan of hand or face geometry.
 - b. “Biometric identifier” does not include:
 - i. A writing sample;
 - ii. A written signature;
 - iii. A voiceprint;
 - iv. A photograph;
 - v. Demographic data; or
 - vi. A physical description, such as height, weight, hair color, or eye color.
3. “**Biometric Information**” means information, regardless of how the information is collected, converted, stored, or shared:
 - a. Based on an individual’s biometric identifier; and
 - b. Used to identify the individual.
4. “**Cumulative Record**” means physical or electronic information that the District intends:
 - a. To store in a centralized location for 12 months or more; and
 - b. For the information to follow the student through the public education system.
5. “**Data Governance Plan**” means a comprehensive plan for managing education data that:
 - a. Incorporates reasonable data industry best practices to maintain and protect student data and other education-related data;
 - b. Provides for necessary technical assistance, training, support, and auditing;
 - c. Describes the process for sharing student data between the District and another person;
 - d. Describes the process for an adult student or parent to request that data be expunged; and
 - e. Is published annually and available on the District’s website.
6. “**Metadata Dictionary**” means a complete list of student data elements and other education-related data elements, that:

- a. Defines and discloses all data collected, used, stored, and shared by the District, including:
 - i. Who uses a data element within the District and how a data element is used within the District;
 - ii. If a data element is shared externally, who uses the data element externally and how a data element is shared externally;
 - iii. Restrictions on the use of a data element; and
 - iv. Parent and student rights to a data element;
 - b. Designates student data elements as either
 - i. necessary student data or
 - ii. optional student data;
 - c. Designates student data elements as required by state or federal law; and
 - d. Without disclosing student data or security information, is displayed on the District's website.
7. **“Optional Student Data”** means student data that is neither necessary student data nor data which the District is prohibited from collecting (as described in **Prohibited Collection of Student Data**, below).
- a. “Optional student data” includes:
 - i. Information that is related to an IEP or needed to provide special needs services but is not “necessary student data”;
 - ii. Biometric information; and
 - iii. Information that is not necessary student data but is required for a student to participate in a federal or other program.

[Utah Code § 53A-1-1402 \(2017\)](#)

District Responsibilities—

The District shall designate an individual to act as a student data manager to fulfill the responsibilities of a student data manager described in **Requirements for Student Data Manager**, below.

If possible, the District shall designate a records officer pursuant to the Government Records Access and Management Act as defined in [Utah Code § 63G-2-103\(25\)](#), as the student data manager.

The District shall create and maintain a District:

1. Data governance plan; and
2. Metadata dictionary.

The District shall establish an external research review process to evaluate requests for data for the purpose of external research or evaluation.

[Utah Code § 53A-1-1404 \(2016\)](#)

Student Data Ownership—

A student owns the student's personally identifiable student data.

A student may download, export, transfer, save, or maintain the student's student data, including a document.

[Utah Code § 53A-1-1405 \(2016\)](#)

Notification in Case of Breach—

If there is a release of a student’s personally identifiable student data due to a security breach, the District shall notify:

1. The student, if the student is an adult student; or
2. The student’s parent or legal guardian, if the student is not an adult student.

[Utah Code § 53A-1-1405 \(2016\)](#)

Prohibited Collection of Student Data—

Beginning with the 2017-18 school year, the District may not collect a student’s:

1. Social Security number; or
2. Criminal record, except as required in [Utah Code § 78A-6-112](#) (Minor taken into custody by peace officer, private citizen, or probation officer).

[Utah Code §53A-1-1406\(2\) \(2017\)](#)

Student Data Disclosure Statement—

Beginning with the 2017-18 school year, if the District collects student data into a cumulative record it shall, in accordance with this section, prepare and distribute to parents and students a student data disclosure statement that:

1. Is a prominent, stand-alone document;
2. Is annually updated and published on the District’s website;
3. States the necessary and optional student data the District collects;
4. States that the District will not collect the student data described in **Prohibited Collection of Student Data**, above;
5. Describes the types of student data that the District may not share without a data authorization;
6. Describes how the District may collect, use, and share student data;
7. Includes the following statement: “The collection, use, and sharing of student data has both benefits and risks. Parents and students should learn about these benefits and risks and make choices regarding student data accordingly.”;
8. Describes in general terms how the District stores and protects student data; and
9. States a student’s rights under the Student Data Protection Act.

[Utah Code § 53A-1-1406\(3\) \(2017\)](#)

Student Data Disclosure Statement Recipients—

Beginning with the 2017-18 school year, the District may collect the necessary student data of a student into a cumulative record only if the District provides a student data disclosure statement to:

1. The student, if the student is an adult student; or
2. The student’s parent, if the student is not an adult student.

[Utah Code § 53A-1-1406\(4\) \(2017\)](#)

Optional Student Data Collection—

Beginning with the 2017-18 school year, the District may collect optional student data into a cumulative record only if it:

1. Provides, to an individual described in **Student Data Disclosure Statement Recipients**, above, a student data disclosure statement that includes a description of:

- a. The optional student data to be collected; and
 - b. How the District will use the optional student data; and
2. Obtains a data authorization to collect the optional student data from an individual described in **Student Data Disclosure Statement Recipients**, above.

[Utah Code § 53A-1-1406\(5\) \(2017\)](#)

Student Biometric Identifier and Biometric Information Data Collection—

Beginning with the 2017-18 school year, the District may collect a student's biometric identifier or biometric information into a cumulative record only if the District:

1. Provides, to an individual described in **Student Data Disclosure Statement Recipients**, above, a biometric information disclosure statement that is separate from a student data disclosure statement and which states:
 - a. The biometric identifier or biometric information to be collected;
 - b. The purpose of collecting the biometric identifier or biometric information; and
 - c. How the District will use and store the biometric identifier or biometric information; and
2. Obtains a data authorization to collect the biometric identifier or biometric information from an individual described in **Student Data Disclosure Statement Recipients**, above.

[Utah Code § 53A-1-1406\(6\) \(2017\)](#)

Sharing Student Data—

Beginning with the 2017-18 school year, the District may not share a student's personally identifiable student data except in conformance with the requirements of this policy and with the Family Educational Rights and Privacy Act ("FERPA") and related provisions under [20 U.S.C. §§ 1232\(g\) and 1232\(h\)](#).

[Utah Code § 53A-1-1409 \(2016\)](#)

Requirements for Student Data Manager—

Beginning with the 2017-18 school year, the District will designate a student data manager who shall:

1. Authorize and manage the sharing, outside of the District, of personally identifiable student data from a cumulative record for the District as described in this section; and
2. Act as the primary local point of contact for the state student data officer described in [Utah Code § 53A-1-1403](#).

[Utah Code § 53A-1-1409 \(2016\)](#)

Permitted and Prohibited Sharing of Student Data by Student Data Manager—

A student data manager may share the personally identifiable student data of a student with the student and the student's parent. Otherwise, a student data manager may only share a student's personally identifiable student data from a cumulative record in accordance with federal law or as follows. Such data may be shared with:

1. A school official;
2. An authorized caseworker, in accordance with this policy, or other representative of the Department of Human Services; or
3. A person to whom the District has outsourced a service or function:
 - a. To research the effectiveness of a program's implementation; or
 - b. that the District's employees would typically perform.

A student data manager may share a student's personally identifiable student data from a cumulative record with a caseworker or representative of the Department of Human Services if:

1. The Department of Human Services is:
 - a. legally responsible for the care and protection of the student; or
 - b. providing services to the student; and
2. The student's personally identifiable student data is not shared with a person who is not authorized:
 - a. to address the student's education needs; or
 - b. by the Department of Human Services to receive the student's personally identifiable student data; and
3. The Department of Human Services maintains and protects the student's personally identifiable student data.

A student data manager may share aggregate data.

A student data manager may not share personally identifiable student data for the purpose of external research or evaluation except as follows: If a student data manager receives a request to share data for the purpose of external research or evaluation, the student data manager shall:

1. Submit the request to the District's external research review process; and
2. Fulfill the instructions that result from the review process.

A student data manager may share personally identifiable student data in response to a subpoena issued by a court.

In accordance with State Board of Education rule, a student data manager may share personally identifiable information that is directory information.

[Utah Code § 53A-1-1409 \(2016\)](#)

Third Party Contractors—

The District may provide a third-party contractor with personally identifiable student data received under a contract with the District strictly for the purpose of providing the contracted product or service within the negotiated contract terms.

When contracting with a third-party contractor, the District shall require the following provisions in the contract:

1. Requirements and restrictions related to the collection, use, storage, or sharing of student data by the third-party contractor that are necessary for the District to ensure compliance with the provisions of the Student Data Protection Act and State Board of Education rules;
2. A description of a person, or type of person, including an affiliate of the third-party contractor, with whom the third-party contractor may share student data;
3. Provisions that govern requests by the District for the deletion of the student data received by the third-party contractor from the District;
4. Except as provided in this policy and if required by the District, provisions that prohibit the secondary use of personally identifiable student data by the third-party contractor; and
5. An agreement by the third-party contractor that, at the request of the District, the District or its designee may audit the third-party contractor to verify compliance with the contract.

A third-party contractor's use of personally identifiable student data shall be in accordance with [Utah Code §§ 53A-1-1410 and 53A-1-1411.](#)

[Utah Code § 53A-1-1410 \(2017\)](#)

[Utah Code § 53A-1-1411 \(2016\)](#)

1000 Board of Education

1000-Policy and Procedure- 2013

1100 Operations-

1200 Board Meetings- 2013

1300 Ethics and Responsibilities- 2013

1000 Administration

1400 Superintendent of Schools- 2013

1500 Principals- 2013

1600 Business Administrator- 2013

1700 Civil Rights Grievance Procedures- 2013

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BA—Board Legal Status

BAA—Board Legal Status: Powers and Duties

BBA—Board Members: Eligibility and Qualifications

BBAA—Board Members: Student Members

BBB—Board Members: Elections and Reapportionment

BBC—Board Members: Vacancies on the Board

1100-BBD—Board Members: Board Internal

Operations-

1300- BBF1—Board Members: Code of Ethics

1300-BBF2—Board Members: Code of Ethics

BBG—Board Members: Compensation and Expenses

BCA—Foundations and Basic Commitments: District Mission Statement

BCB—Foundations and Basic Commitments: District Belief Statements

BCC—Foundations and Basic Commitments: District Educational Philosophy

BD—Board Internal Operation

BDA—Board Internal Organization: Other Board Officers

BDAB—President of the Board: Duties

1200-BE—Board Meetings

BEA—Board Meetings: Notice Requirements

BEB—Board Meetings: Recordings and Minutes

BEC—Board Meetings: Closed Meetings

BED—Board Meetings: Meeting Location

BEE1—Board Meetings: No Electronic Meetings

BEE2—Board Meetings: Electronic Meetings

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BJA—Superintendent: Appointment, Term of Office, and Interim Appointment

BJB—Superintendent: Qualifications and Responsibilities

BJC—Superintendent: Evaluation

BJD—Superintendent: Dismissal, Relief of Duties, and Suspension

BKA—Business Administrator: Appointment, Term of Office, and Interim

Appointment

BKB—Business Administrator: Qualifications and Responsibilities

BKC—Business Administrator: Evaluation

BKD—Business Administrator: Dismissal, Relief of Duties, and Suspension

BL—Administrative Personnel

BLA—Administrative Personnel: Duties of Principals

BLB—Administrative Personnel: Evaluation

BM—Charter Schools

BU—District Annual Reports

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2000 Parent Participation...-2013
2010 Communications with the Public-2013
2020 Public Complaints-2013
2030 Visitation of School Premises- 2013
2040 School Community Councils- 2013
2050 Volunteers- 2013
2060 Community Support Groups- 2013
2070 Public Information-Public Records- 2013
2080 Parents Rights to Academic Accommm- 2015

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2070-GA—Public Information Program: Public Records
2020-GB—Public Complaints
3640-GC—Community Use of School Facilities
GCA—Conduct on School Premises
2060-GCB—Community Support Groups
2000-GCBA—Parental Participation
GCC—Child Care
GCD—Political Party Use of School Meeting Facilities
2080-GCE—Parent Rights to Academic
Accommodations
GCF—Animals on School Premises
2040-GE—School Community Councils
3500-GF—Fund Raising and Donations
GF Policy Exhibit #1—“Donation, Contribution, or
Sponsorship Form”
**GFA—Private and Non-School-Sponsored Activities
and Fundraising**
GH—Honorary Diplomas for Veterans
GI—Military Testing and Recruitment
4070-GJ—Child Sexual Abuse Prevention Education

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3000 Revenue and Budgeting-State - 2013
3010 Revenue and Budgeting-State - 2013
3020 Revenue and Budgeting-Local-- 2013
3030 Revenue and Budgeting-Budget-- 2013
3100 Procurement-- 2013
3110- General Procurement Policies - 2013
3120- Awardee Contract by Bidding -2013
3130- Awarding Contract by Reverse Auction - 2013
3140 Awarding Contracts by RFPs-- 2013
3150 Small Purchases- 2013
3160 Exceptions to Standard Procurement - 2013
3170 Contracts and Contract Limitations- 2013
3180 Interaction with Other Procurement Units- 2013
3190 Records of Procurement- 2013
3200 Procurement of Construction- 2013
3210 School Construction Bidding- 2013
3220 Construction Bonds and Security- 2013
3230 Construction Change Order Limits- 2013
3240 Drug and Alcohol Testing Const - 2013
3250 Construction Management Methods- 2013
3260 Procurement of Architect Engineer Services- 2013
3270 Construction Requirements- 2013
3300 Procurement - 2013
3310 Procurement -Protest- 2013
3320 Procurement -Procurement Protest Appeals- 2013
3330 Procurement -Resolution of Dispute - 2013
3340 Procurement -Procurement Violation - 2013

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3010-CAA—Revenue and Budgeting: State Revenue
3020-CAB—Revenue and Budgeting: Local Revenue
CABA—Revenue and Budgeting: Local Foundations
3030-CAC—Revenue and Budgeting: Budget
3030 2.2 CAD—Revenue and Budgeting: District Audit Committee
CAE—Capital Outlay Reporting: New School Building Project or Significant School Remodel
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3100-CB—Procurement
3110-CBA—General Procurement Policies
3120-CBB—Awarding Contracts by Bidding
3130-CBC—Awarding Contracts by Reverse Bidding
3140-CBD—Awarding Contracts by Request for Proposals
CBDA—Request for Statement of Qualifications
3110-CBDB—Approved Vendor List Process
3150-CBE—Small Purchases
3110-CBF—Exceptions to Standard Procurement Processes
3170-CBG—Contracts and Contract Limitations
3180-CBH—Interaction with Other Procurement Units
3190-CBI—Records of Procurement
CBJ—Contractor Oversight
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3210-CCA—School Construction Bidding
3220-CCB—Construction Bonds and Security
3230-CCC—Limitation on Change Orders
3240-CCD—Drug and Alcohol Testing for Construction Projects
3250-CCE—Construction Management Methods
3260-CCF—Procurement of Design Professional Services
CCG—Construction and School-Site Acquisition Requirements
3300-CD—Procurement Appeals and Oversight
3310-CDA—Procurement Protests and Debarment Proceedings
3320-CDB—Procurement Protests and Debarment Appeals
3340-CDD—Procurement Violations and Offenses
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CEA—School Safety Plan: Video and Audio Surveillance
CEB—District Emergency Response Plan
CEC—Contracts for School Resource Officer Services
CFA—Use of School Facilities: Employee Access
CFB—Use of School Facilities: Employee Use of Equipment
CG—School Plant
CGA—School Plant: Hazardous Materials
CGA—School Plant: Hazardous Materials Exhibit 1
CGA—School Plant: Hazardous Materials Exhibit 2
CGA—School Plant: Hazardous Materials Exhibit 3
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3400 Cash Receipts and Expenditures- 2013
3410 Scope of Cash Receipts and Expenditures- 2013
3420 Credit/Purchase Cards- 2013
3430 Travel- 2013
3440 Reimbursement Request- 2013
3450 Purchase Orders- 2013
3460 Issuance of Checks- 2013
3470 Journal Entries and Electronic Fund Transfer- 2013
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3510 Private and Non-School Sponsored Activit - 2013
3600 School Operations Safety-2014
3610 Readily Accessible Program-2014
3615 Video Surveillance-2014
3620 Insurance Risk Management-2014
3630 Parking and Traffic On School Grounds-2014
3640 Permit Use and Rental of District Buildings -2014
3700 Sale and Disposal of Surplus Property-2014
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3810 Transportation Students-2014
3820 Transportation Pupil Management-2014
3830 Transportation Use of District Vehicles-2014
3840 Transportation Rental of School Buses-2014
3850 Transportation Planning-2014
3855 Transportation Planning Evaluation-2014
3860-Transportation -Route Planning-2014
3865- Transportation-Planni-School Site Selection-2014
3870-Transportation Unauthorized Persons-2014
3880- Transportation-Charter School Students-2014

3620-CI—Risk Management Procedures
3800-CJ—Transportation
3850-CJAA—Transportation: Planning and Funding—
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3855-CJAB—Transportation: Planning and Funding—
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3860-CJAC—Transportation: Planning and Funding—
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3865-CJAD—Transportation: Planning and Funding—
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**CJBB—Transportation: Personnel—Operators and
Mechanics**

CJBC—Transportation: Personnel—Training

CJCA—Transportation: Equipment—Buses

**CJCB—Transportation: Equipment—Inspection and
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**CJCC—Transportation: Equipment—Advertising on
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CJDA—Transportation: Operations—Communications

3820-CJDB—Transportation: Operations—Pupil
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3870-CJDBA—Transportation: Operations—
Unauthorized Persons on Buses

3880-CJDBB—Transportation: Operations—Charter
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**CJDC—Transportation: Operations—Lights and
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CJDD—Transportation: Operations—Emergencies

3840-CJDE—Transportation: Operations—Rental of
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3830-CJDF—Transportation: Operations—District
Vehicles

**CJDG—Transportation: Operations—Electronic and
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3400-CK—Cash Receipts and Expenditures

3420-CKA—Credit/Purchase Cards

3430-CKB—Travel

3440-CKC—Reimbursement Requests

3450-CKD—Purchase Orders

3460-CKE—Issuance of Checks

3470-CKF—Journal Entries and Electronic Fund
Transfers

4000 Personnel-All Employees

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4011A- Selection- 2016
4012A-Appointment- 2016
4013A-Records- 2016
4014A-Employee Ethics- 2010 Online but not in Binder
4014A.1 Regarding Private but Public Education - 2016
4014A.2-Employee Conflict of Interest- 2016
4014A.3-Reporting-Student Prohibited Acts- 2016
4015A-Personnel-Criminal-Background-Check-and-Employee-Reporting-of-Arrests-2010
4016A-All Employees-Military Leave-& Rights-2014
4016A.1-No Implied Contract Rights- 2016
4017A-Scope of Employment- 2016
4018A-Reemployment of Retirees- 2016
4019A.1-Risk Management Coverage- 2016
4019A.2-Overtime- 2016
4020A-Substitute Personnel- 2016
4021A-Student Teachers-Interns- 2016
4023A-Summer School and Adult Education - 2016
4024A-Counseling- 2016
4030A-Faculty Meetings- 2016
4032A-Legal Defense of Employees- 2016
4033A-Family Medical Leave- 2016
4035A-Nursing Mothers in the Workplace Policy- 2016
4040A-Professional Development Travel- 2016
4050A-Tobacco Alcohol and Drug-Free - 1993
4060-Nepotism- 2014
4060A-Non-School Employment- 2016
4070A-Reporting Child Abuse- 1993
4075-Employee Sexual Harassment- 1999
4076A-District Employee and Student Relations- 2016
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4090- Acceptance of Service of Process-

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4010-DAA—Employment Objectives:
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DAB—Employment: Licensure
4015-DAC—Employment: Background Checks
4015-DACA—Employment: Personal Reporting of Arrests and Convictions
4017-DAD—Employment: Scope of Employment
4514-DADA—Employment: Transfers
4014-DAE—Employee Conflict of Interest
4014-DAF—Ethics Policy Regarding Private But Public Education-Related Activities
DAG—Employee Drug Policy
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DAH—Drug Testing of Bus Drivers
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DBB—Contracts: Classified Employees
4113- DBBA—Employment Requirements: Physical Examinations and Communicable Diseases
4016-DBC—No Implied Contract Rights
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4021-DBE—Student Teachers and Interns
4020-DBF—Substitutes
4018-DBG—Reemployment of Retired Employees
DCA—Administration Relations
DCB—Mediation of Contract Negotiations
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4070-DDA—Reporting of Child Abuse
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DHD—Employment Relations: Employee Associations and Wage Deductions

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4018A-Reemployment of Retirees- 2016
4019A.1-Risk Management Coverage- 2016
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4033A-Family Medical Leave- 2016
4035A-Nursing Mothers in the Workplace Policy- 2016
4040A-Professional Development Travel- 2016
4050A-Tobacco Alcohol and Drug-Free - 1993
4060-Nepotism- 2014
4060A-Non-School Employment- 2016
4070A-Reporting Child Abuse- 1993
4075-Employee Sexual Harassment- 1999
4076A-District Employee and Student Relations- 2016
4080-Volunteers Immunity from Liability- 1993
4090- Acceptance of Service of Process-

DHDA—Employment Relations: Employee Associations and Leave

4032 DI—Legal Defense of Employees

DJ—Employee References and Letters of Recommendation

4016-DKAB—Hiring Preference of Veterans and Veterans’ Spouses

4060-DKAC—Nepotism

4075-DKB—Sexual Harassment

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4076-DKBA—District Employee and Student Relations

4033-DKC—Family Medical Leave Policy

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DKC—Policy Exhibit 2

4035-DKD—Nursing Mothers in the Workplace Policy

DLA—Employee Bullying and Hazing-added 2017

DLB—Grievances Regarding Abusive Conduct-added 2017

8020-DMA—Employee Acceptable Use of Electronic Devices

8040-DMB—Acceptable Use of Electronic

Communications Devices to Conduct District Business

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DMC—Use of District Email for Political Purposes-added 2017

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5110- Immunization-, 2002
5120- Vision Screening- 1994
5100-5240 Not in Binder
5130- Placement- 1997
5140- Identification Records- 2002
5150- Transfer Credit- 2006
5200- Records- 1994
5210- Records Access- 2002
5100-5240 Not in Binder
5220- Right to Amend Records- 1994
5230- Records of Students with Disabilities- 2002
5240- Annual Notification Form- 2002
5300-Attendance- 2011
5410- Elementary Completion- 2002
5410- Middle School Completion- 2002
5420- High School Completion- 2007
5410-5450 Not in Binder
5430- Reporting to Parents- 2006
5440- Graduation/Separation- 2002
5450- Awards- 1994
5500-Conduct- 2012
5700 - Search & Seizure- 1994
5710- Interview Process- 1994
5720- Complaints- 2002
5730- Court Information- 2005
5740- Corporal Punishment- 2006
5800- Student Activities- 2002
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5820- Fund Raising- 2002
5830- Activities Fee Waiver- 1994
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5840-Extra-Curricular- 2005
5900 – Safety and Health- 2002
5910- Illness and Injury at School- 2002
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5920-Athletic Insurance- 2002
5930-Married or Pregnant Students- 1994
5931- Human Sexuality Education/Maturation- 2007
5940- Alcohol and Drugs- 1994
5950- Sexual Harassment- 2002
5960- Administering Medication- 2005
5961-Resuscitation- 2005
5970 –AIDS- 1994
5980 -Child Abuse- 1994
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FBAB—Admissions and Attendance: Military Children
5300-FBB—Admissions and Attendance: Compulsory Education
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5110-FDAB—Health Requirements and Services: Immunizations
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5961-FDACA—Do Not Resuscitate Directives
5960-FDACB—Health Requirements and Services: Student Self-Treatment for Asthma or Diabetes
FDACC—Health Requirements and Services: Students with Potentially Life-Threatening Allergies
5960-FDACD—Health Requirements and Services: Medical Recommendations by School Personnel to Parents
FDACE—Health Requirements and Services: Student Self-Application of Sunscreen
5990-FDAD—Health Requirements and Services: Communicable Diseases
5970-FDAE—Student Infected with AIDS, HIV, or ARC
5915-FDAF—Concussion and Head Injuries
7000-FDE—Wellness Policy Adoption Process
FDEA—Wellness Policy: Food Sales
5200-FE—Student Records
FEA—Education and Family Privacy
5200-FEC—Non-Custodial Parent’s Access to Child’s Education Records
FED—Student Data Protection
5800-FF—Student Activities
FFA—Student Activities: Publications and Prior Review
FFB—Student Activities: Organizations and Clubs: Secret Societies
FFC—Student Travel Policy
FFD—Student Activities: Non-Enrolled District Students’ Participation in Extracurricular Activities

FG—Curriculum and Non-Curriculum Student Groups
FGAA—Student Conduct: Demonstrations

5000 Students

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5410-5450 Not in Binder
5430- Reporting to Parents- 2006
5440- Graduation/Separation- 2002
5450- Awards- 1994
5500-Conduct- 2012
5700 - Search & Seizure- 1994
5710- Interview Process- 1994
5720- Complaints- 2002
5730- Court Information- 2005
5740- Corporal Punishment- 2006
5800- Student Activities- 2002
5810- Organizations- 1994
5820- Fund Raising- 2002
5830- Activities Fee Waiver- 1994
5700-5990 Not in Binder
5840-Extra-Curricular- 2005
5900 – Safety and Health- 2002
5910- Illness and Injury at School- 2002
5915-Concussion- 2013
5920-Athletic Insurance- 2002
5930-Married or Pregnant Students- 1994
5931- Human Sexuality Education/Maturation- 2007
5940- Alcohol and Drugs- 1994
5950- Sexual Harassment- 2002
5960- Administering Medication- 2005
5961-Resuscitation- 2005
5970 –AIDS- 1994
5980 -Child Abuse- 1994
5990 -Communicable Diseases- 1994

FGAB—Student Conduct Policy: Electronic Devices

FGAC—Bus Conduct

6930-FGAD—Student Rights and Responsibilities:
Bullying, Cyberbullying, and Hazing

5930-FGB—Student Rights and Responsibilities:
Married Students

5930-FGC—Student Rights and Responsibilities:
Pregnant Students

5700; 5710- FGD—Student Rights and Responsibilities:
Interrogations and Searches

**FGE—Student Rights and Responsibilities: Student
Complaints**

FH—Student Discipline

FHA—Safe Schools

FHAA—Safe Schools: Alcohol and Drugs

FHAB—Sexual Harassment

**FHAD—Safe Schools: Discipline of
Students With Disabilities**

FHAE—Safe Schools: Disruptive Student Behavior

FHAF—Safe Schools: Emergency Safety Interventions

FHB—Student Courts

FHC—Notification Received from Juvenile Courts

**FHD—Relations with Governmental Agencies and
Local Governmental Authorities**

FI—Student Fees, Fines, and Charges

**FJ—Visitation on Campus: Students Leaving with
Adult During School Hours**

FK—School Uniforms

6000 Instruction

6060 - Experimental Programs- 1995
6070 - School to Careers- 2002
6080 - Student Education Plan SEP/SEOP- 2002
6110 - Alternative School- 2003
6120 -Summer School- 1995
6130 - Advanced Course Work- 2003
6140 - Dropout Reduction- 2002
6150 -Gifted and Talented- 1995
6160 -Home Instruction- 2002
6170 -Adult Education- 1995
6180 -Charter Schools- 2002
6210 -Textbooks and Workbooks- 1995
6220 - Copyrighted Material- 2002
6310 - Library Collection and Development- 2003
6320 - Concerns about Resources- 2002
6330 - Library Student Use- 1995
6400 - Instruction Methods- 1995
6410 - Field Trips- 1997
6420 - Homework- 1995
6430 - Make-Up Work- 1995
6510 - Controversial Issues- 1995
6600 - School Calendar- 2002
6610 - Year/Day- 2005
6720 - Testing- 2003
6730 - Released Time- 1995
6740 - Publications- 1995
6750 - Production of Services and Materials-1995
6900-School Safety and Emergency Planning, 2013
6930-Bullying-Hazing- 2010
6940-Emerg Preparedness and Response- 2013
7000 Nutrition and Wellness
7000 Nutrition and Wellness- 2014
8000 Technology
8010-Acceptable Use-Students- 2014
8020-Acceptable Use-Staff- 2014
8030-Acceptable Usage-Cell Phone Use-Students- 2014
8040-Acceptable Use-Cell Phone Usage-Staff- 2014
8050-Acceptable Mobil Device Use-Students- 2014
8060-Acceptable Mobil Device Use-Staff- 2014
8070-Acceptable Use Email-Students- 2014
8080-Acceptable Use Email-Staff 2014

Section E

**EAA— Instructional Goals, Objectives, and Evaluation:
Adoption and Purpose**
6610EBA—Term of Instruction: School Year
6610-EBB—Term of Instruction: School Day
6120-EBC—Term of Instruction: Summer School
ECA—Curriculum: Required Instruction
**ECBA—Curriculum: Elective Instruction—Pass/Fail
Courses**
**ECBB—Curriculum: Elective Instruction—Driver
Education**
ECC—Curriculum: Reading Achievement for K-3
ECD—Curriculum: American Sign Language
ECE—Curriculum: College Course Work
ECF—Curriculum: Religious Neutrality
ECG—Curriculum: American Heritage
5931-ECH—Curriculum: Human Sexuality
**EDA—Special Programs: Alternative Language
Program**
6140-EDB—Special Programs: Dropout Prevention and
Recovery
**EDC—Special Programs: Education of Youth in
Custody**
6150-EDD—Special Programs: Gifted and Talented
Students
6080-EDE—Special Programs: Special Education
**EDF—Special Programs: Health Care Occupation
Programs**
**EDG—Special Programs: Financial and Economic
Literacy Passport**
6220-EEA—Instructional Resources: Copyrighted
Material
8010-EEB—Instructional Resources: Internet Policy
**EEC—Instructional Resources: Purchase of Primary
Instructional Materials**
**EED—Instructional Resources: Teaching Supplies and
Materials**
5430-EFA—Grading: Progress Reports to Parents
EFB—Grading: Testing Procedures and Standards
**EFC—Grading: Participation of Private and Home
School Students in U-PASS Testing**
**EGA—Guidance: Individual Learning Plan/ Plan for
College and Career Readiness**
5420-EHA—Graduation: Graduation Requirements
**EHB—Graduation: Citizenship Graduation
Requirements—(Optional)**
EHC—Graduation: Early Graduation Incentive
5410-EHD—Graduation: Middle School Graduation
Requirements
EHE—Graduation: Adult Education Graduation