

Syracuse Junior High Student Policy

2021-2022

“Come Back”



1450 South 2000 West
Syracuse, UT 84075

<https://syracusejr.davis.k12.ut.us>

Main Office: (801) 402-6800
Fax: (801) 402-6801
Office Hours: 7:45 a.m. – 3:15 p.m.

SJH Attendance Office: (801) 402-6806
SJH Counselors Office: (801) 402-6808

Travis Warnick – Principal
Kim Augustin – Assistant Principal
Erin Stumo – Assistant Principal

Syracuse Junior High Mission Statement

Our mission is to prepare students for a complex, changing world by helping them to grow in mind, body, and character.

DISTRICT POLICY & PROCEDURES

ACCOMMODATIONS FOR INDIVIDUALS WITH DISABILITIES

In compliance with Section 504 of the Rehabilitation Act (504) and the Americans with Disabilities Act (ADA), the Davis School District and Syracuse Junior High School will provide reasonable accommodations to qualified individuals with disabilities. Students, parents, or employees needing accommodations should contact their school ADA/504 Coordinator Ms. Augustin (801-402-6800), or you may contact the District ADA Coordinator, Steve Baker (801-402-5315), for parent or employee accommodations; or Section 504 Coordinator, Midori Clough (801-402-5180) for student accommodations.

CIVIL RIGHTS COMPLAINT PROCEDURE

NOTICE OF NON-DISCRIMINATION

Davis School District and Syracuse Junior High School do not discriminate on the basis of race, color, religion, sex, age, national origin, disability, sexual orientation, gender identity, veteran status, or any other characteristic protected by law, in its programs and activities, and provides equal access to the Boy Scouts and other designated youth groups.

Inquiries or complaints regarding the non-discrimination policies may be directed to an individual's principal or supervisor and/or the District Compliance Officer:

Steven Baker, Associate Director Human Resources
ADA (Employment Issues) Compliance Officer
Davis School District
45 East State Street, P.O. Box 588
Farmington, Utah 84025
Tel: (801) 402-5315
Email: sbaker@dsdmail.net

Midori Clough, Section 504 Coordinator, Educational Equity Department
Disability Compliance Officer
Davis School District
70 East 100 North, P.O. Box 588
Farmington, Utah 84025

Tel: (801) 402-5180
Email: mclough@dsdmail.net

Caray Long, Educational Equity Department

Compliance Officer

Race, Color, National Origin, or Religion in other than Athletic Programs

Davis School District

70 East 100 North, P.O. Box 588

Farmington, Utah 84025

Tel: (801) 402-5357

Email: clong@dsdmail.net

Bianca Mittendorf, Title IX Coordinator, Educational Equity Department

Title IX Coordinator

Gender in other than Athletic Programs

Davis School District

70 East 100 North, P.O. Box 588

Farmington, Utah 84025

Tel: (801) 402-5447

Email: bmittendorf@dsdmail.net

Tim Best, Healthy Lifestyle Coordinator

Title IX Compliance Officer

Discrimination in Athletic Programs

Davis School District

20 North Main Street, P.O. Box 588

Farmington, Utah 84025

Tel: (801) 402-7850

Email: tbest@dsdmail.net

Scott Zigich, Director of Risk Management

Physical Facilities Compliance Officer

Davis School District

20 North Main Street. P.O. Box 588

Farmington, Utah 84025

Tel: (801) 402-5307

Email: szigich@dsdmail.net

COMPULSORY EDUCATION REQUIREMENTS

During the school year, a parent or legal guardian, having custody over a school-age minor, is required by state law to enroll and send the school-age minor to a public or established private school in the district in which the minor resides. The process of education requires continuity of instruction, class participation and study. Frequent absences from classes disrupt the instructional process. Parents/guardians are encouraged to work with the school in promoting regular attendance of all students.

EQUAL EDUCATIONAL AND EMPLOYMENT OPPORTUNITY

It is the policy of the Davis School District and Syracuse Junior High School to provide equal educational and employment opportunity for all individuals. Therefore, the District and Syracuse Junior High School prohibit all discrimination on the basis of race, color, religion, sex, age, national origin, disability, or veteran status in its programs and activities, and provides equal access to the Boy Scouts and other youth groups. This policy extends to all aspects of the District and Syracuse Junior High School's educational programs, as well as to the use of all District facilities, and participation in all District-sponsored activities.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY

Student Education Records

The Family Educational Rights and Privacy Act (FERPA) is a federal law designed to protect the privacy of a student's education records. FERPA gives parents certain rights with respect to their student's education records. These rights are:

1. **Inspect and review** all their student's education records maintained by the school within 45 days of a request for access.

Request that a school correct education records believed to be inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA. Parents who wish to ask the school to amend a record should write the principal or appropriate school official, clearly identify the part of the record they want changed and specify why it should be changed. If the school decides not to amend the record as requested by the parent, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment.

Provide consent before the school discloses personally identifiable information (PPI) from a student's record, except to the extent that FERPA authorizes disclosure without consent.

Such exceptions include, but are not limited to:

- [a] school officials with legitimate educational interests;
- [b] other schools to which a student is transferring;
- [c] individuals who have obtained court orders or subpoenas;
- [d] individuals who need to know in cases of health and safety emergencies;
- [e] official in the juvenile justice system to improve education outcomes;
- [f] a state agency or organization that is legally responsible for the care and protection of the student, including the responsibility to investigate a report of educational neglect;
- [g] specified officials for audit or evaluation purposes; or

[h] organizations conducting studies for or on behalf of the District.

A **school official** is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving as a volunteer; a person serving on the District School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist), or to whom the District has outsourced institutional services or functions.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Student Directory Information

Directory Information, which is information that is generally not considered harmful or an invasion of privacy if released, may be released at the discretion of school officials, without consent, for appropriate reasons such as, school publications, newspaper articles, and to outside education related organizations. In addition, two federal laws require secondary schools to provide military recruiters, upon request, the names, addresses, and telephone numbers of their students.

The Davis School District has designated the following information as directory information: 1) student's name, address, and telephone number; 2) student's date and place of birth; 3) major field of study; 4) student's District email address; 5) parent email address; 6) participation in officially recognized activities and sports; 7) weight and height of members of athletic teams; 8) degrees, honors, and awards received; 9) photograph; 10) most recent educational institution attended by the student.

If you, as a parent, do not want Syracuse Junior High School to disclose directory information from your child's education records without your prior written consent, you must notify the school in writing annually.

If you would like to withhold your student's directory information, please contact the main office.

Parents who believe their rights have been violated may contact the school's administration or file a complaint with:

Family Policy Compliance Office, U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-5920
1-(800) 872-5327

Informal inquires may be sent to FPCO via the following email address: FERPA@ED.Gov

Complaints should be reported as soon as possible, but not later than 180 days from the date you learned of the circumstances of the alleged violation.

MEAL CHARGES IN SCHOOLS

The purpose of these procedures is to establish consistent meal charging and collection procedures district-wide. The District's goals are:

- To maintain a positive experience for students during meal service.
- To treat all students with dignity and respect.
- To establish practices which are age-appropriate.
- To minimize meal charges and encourage parents to pre-pay for all meals.
- To promote parents' responsibility for meal payment and self-responsibility of the student.

Meal Accounts: Payment in advance for meals enables the District to achieve these goals. Personal checks and cash deposits are accepted daily at the schools. For convenience, deposits may also be made by credit/debit card through a parent's myDSD account.

Emergency Meal Service: The Board of Education acknowledges that on occasion, students may forget or lose meal money. In such cases, the student's statement of need shall be accepted, and a meal will be made available. School lunch employees shall not withhold a meal, provide an alternate meal, pull a student from the line, ask the student to call his parent or friend, stamp the student's hand, or otherwise call attention to the student who has forgotten or lost meal money. A school lunch employee may remind a student *attending a secondary school* that his account is in the negative. **The cost of the unpaid meal will be charged to the student's account.**

Evaluate Individual Circumstances: When a student repeatedly comes to school without a meal from home or money to participate in the school meal program, school administrators should consider if circumstances in the home warrant contacting social workers or Child Protective Services. Frequent requests may indicate the family's need for free- or reduced-price meals. School administrators may work with the family to apply for school meal benefits. **All meals eaten before a free- or reduced-price meal application is processed and approved are the responsibility of the parent and must be paid for.**

Repayment for Meal Charges and Bad Checks: Federal guidelines prohibit the Food and Nutrition operation from writing off bad debts as a result of charged meals. Every effort will be made to collect for unpaid meals. Unpaid meal charges may result in the following:

- An automated telephone call to the parent.
- An email sent to the parent.
- A verbal reminder to student attending a secondary school.
- School lunch manager contact parents by phone or notes in teacher mailboxes.
- In case of significant delinquent payments, a letter will be sent home from the Food and Nutrition Department.

Parents are responsible to pay all their student's meal charges. All unpaid charges will be added to the list of any outstanding fees or unpaid fines at the end of the school year. Uncollected meal charges shall be handled the same as other school debt.

RIGHTS UNDER THE PROTECTION OF PUPIL RIGHTS AMENDMENT

The Protection of Pupil Rights Amendment (PPRA) affords parents certain rights regarding the use of surveys or other school activities which may involve the collection or use of protected information. These include the right to:

Consent before students are required to participate in any survey, analysis, or evaluation that reveals information, whether personally identifiable or not, concerning the student's

or any family member's:

- [a] political affiliations or beliefs;
- [b] mental or psychological problems;
- [c] sexual behavior, orientation, or attitudes
- [d] illegal, anti-social, self-incriminating, or demeaning behavior;
- [e] critical appraisals of others with whom the student or family have close family relationships;
- [f] legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
- [g] religious practices, affiliations, or beliefs; or
- [h] income, other than as required by law to determine program eligibility.

Receive notice and an opportunity to opt a student out of activities involving collection, disclosure, or use of personal information obtained from students regarding any of the protected information areas.

Inspect, upon request and before administration or use of:

- [a] protected information surveys designed to be administered to students; and
- [b] instructional material used as part of the educational curriculum.

Davis School District has policies in place to protect student privacy as required by both state and federal law. Syracuse Junior High School will directly notify you of the specific or approximate dates of activities which involve the collection or use of protected information and provide an opportunity to opt your student out of participating in such activities.

Parents who believe their rights have been violated may contact the school's administration or file a complaint with:

Family Policy Compliance Office, U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-5920
1-(800) 872-5327

Informal inquires may be sent to FPCO via the following email address: FERPA@ED.Gov

PARENTAL RIGHTS IN PUBLIC EDUCATION - The Davis School District and Syracuse Junior High School shall reasonably accommodate ** a parent's or guardian's:

- Written request to retain a student in kindergarten through grade 8 on grade level based on the student's academic ability or the student's social, emotional, or physical maturity.
- Written request, prior to scheduled event, to excuse the student from attendance for a family event or a scheduled proactive visit to a health care provider. *(Student agrees to make up course work for school days missed for the scheduled absence).*
- Written request to place a student in a specialized class, a specialized program, or an advanced course. *(In determining whether placement is reasonable, the District shall consider multiple academic data points).*
- Request to excuse the student from taking an assessment that is federally mandated, state mandated, or requires the use of a state assessment system or software that is provided or paid for by the state.
- Initial selection of a teacher or request for a change of teacher.
- Request to visit and observe any class the student attends.

- Request to meet with a teacher at a mutually agreeable time if unable to attend a regularly scheduled parent teacher conference.

Each accommodation shall be considered on an individual basis and no student shall be considered to a greater or lesser degree than any other student.

**Reasonably accommodate, for purposes of this section, means the District or school shall make its best effort to enable a parent to exercise a parental right specified here without substantial impact to staff and resources, including employee working conditions, safety and supervision on school premises and for school activities, and the efficient allocation of expenditures; while balancing: the parental rights of parents; the educational needs of other students; the academic and behavioral impact to a classroom; a teacher's workload; and the assurance of the safe and efficient operation of a school.

**To reasonably accommodate, for purposes of this section, means the District or school shall make its best effort to enable a parent to exercise a parental right specified here without substantial impact to staff and resources. Substantial impact would include employee working conditions, safety and supervision on school premises and for school activities, and the efficient allocation of expenditures. It includes balancing parental rights, educational needs of other students, academic and/or behavioral impact to a classroom, teacher workload, and a safe and efficient operation of the school.

The parental rights specified here do not include all the rights or accommodations available to parents or guardians from the public education system.

PLEDGE OF ALLEGIANCE

The pledge of allegiance to the flag shall be recited once at the beginning of each day in each public school classroom in the state, led by a student in the classroom, as assigned by the classroom teacher on a rotating basis. Each student shall be informed by posting a notice in a conspicuous place that the student has the right not to participate in reciting the pledge. A student shall be excused from reciting the pledge upon written request from the student's parent. As least once a year students shall be instructed that: participation in the pledge of allegiance is voluntary and not compulsory; and not only is it acceptable for someone to choose not to participate in the pledge of allegiance for religious or other reasons, but students should show respect for any student who chooses not to participate.

RELIGIOUS EXPRESSION IN PUBLIC SCHOOLS

In compliance with existing federal and state law regarding religion and religious expression in public schools, the District or school may neither advance nor inhibit religion. It is the District's policy to: 1) allow students and employees to engage in expression of personal religious views or beliefs within the parameters of current law, and 2) maintain the school's official neutrality regarding sectarian religious issues according to the constitutional principle of separation between church and state.

SAFE & ORDERLY SCHOOLS

It is the policy of the Davis School District and Syracuse Junior High School to promote a safe and orderly school environment for all students and employees. Criminal acts or disruptive behavior of any kind will not be tolerated, and any individual who engages in such activity will be subject to school disciplinary action as determined by school administrators, District disciplinary action as determined by the District Case Management Team, police referral, and/or prosecution. In determining appropriate discipline, school officials will consider the totality of the circumstances, including the severity of the offense, as well as the individual's age, disability status, intent, academic status, and prior disciplinary records.

Weapons and Explosives – Automatic one year expulsion: Any student who in a school building, in a school vehicle, on District property, or in conjunction with any school activity, possesses, controls, sales, arranges for the sale of, uses or threatens use of a real weapon, explosive, noxious or flammable material, or actually uses or threatens to use a look-alike or pretend weapon with the intent to intimidate another person or to disrupt normal school activities, shall be expelled from all District schools, programs, and activities for a period of not less than one calendar year; unless the District Case Management Team determines, on a case-by-case basis, that a lesser penalty would be more appropriate. The terms “weapon,” “explosive,” and “noxious or flammable material” includes but are not limited to: guns, starter pistols, cap guns, knives, martial arts accessories, bombs, bullets and ammunition, fireworks, gasoline or other flammable liquids, matches, and lighters.

Drugs/Controlled Substances: Any student, who possesses, controls, uses, distributes, sells, or arranges the sale of an illegal drug or controlled substance (which includes alcohol, tobacco in any form, and electronic cigarettes), an imitation controlled substance, or drug paraphernalia in a school building, in a school vehicle, on District property, or in conjunction with any school activity, may be suspended, transferred to an alternative placement, tested for drugs, expelled, referred for police investigation, and/or prosecuted.

Serious violations: Any student may be suspended, transferred to an alternative placement, expelled, referred for police investigation, and/or prosecuted for committing any of the following school-related serious violations: 1) threatening or causing harm to the school, school property, or person associated with the school, or property associated with that person, regardless of where the conduct occurs; 2) committing any criminal act, including but not limited to: assault, hazing, rape, trespass, arson, theft, vandalism, possession or use of pornographic materials on school property; 3) engaging in any gang activity, including but not limited to flashing gang signs, displaying or spraying gang graffiti, wearing or displaying gang related clothing or apparel, or soliciting others for membership in a gang.

Disruption of school operations: Any student may be suspended, transferred to an alternative placement, expelled, referred for police investigation, and/or prosecuted for any conduct that creates an unreasonable and substantial disruption or risk of disruption of a class, activity, program, or other function of the school, including but not limited to frequent, flagrant, or willful disobedience; defiance of school authority; criminal activity; fighting; noncompliance with school dress code; possession of contraband (i.e., drug paraphernalia, pornography, mace, pepper spray, laser pen, chains, needles, razor blades, bats and clubs); or the use of foul, profane, vulgar, harassing or abusive language.

Due Process: When a student is suspected of violating Syracuse Junior High School or District policy, the school administrator must meet with and inform him/her of the allegations and provide the student the opportunity to give his/her version of the incident. If the school administrator determines sufficient evidence exists to impose discipline the school administrator shall notify the parent that 1) this student has been suspended; 2) grounds for the suspension; 3) the period of time

for which the student is suspended; and 4) the time and place for the parent to meet a designated school official to review the suspension.

Authority to suspend or expel: The school administration has the authority to suspend a student for up to ten school days per incident. If the school administrator desires or contemplates suspending for longer than ten school days or expelling a student, the school administrator shall make a referral to the District's Case Management Team.

Bullying/Cyber-bullying/Harassment/Hazing/Retaliation/Abusive Conduct: A student may be suspended, transferred to an alternative placement, expelled, referred for police investigation, and/or prosecuted for engaging in any written, physical, or verbal aggression, intimidation, discrimination, or abusive conduct of any school employee or student at school or a school-related activity regardless of location or circumstance, including but not limited to bullying, cyber-bullying, hazing, or retaliation.

District policy may be found at 5S-100 Conduct and Discipline. Syracuse Junior High School's policy may be found at the [Syracuse Junior High School website](#), or a copy may be obtained in the school office.

Search and Seizure: School officials have the authority to search a student's person, personal property, or vehicle while located on school property or at a school sponsored activity, when they have reason to believe that the search will turn up evidence that the student has violated or is violating a particular law or school policy.

Students have no right or expectation of privacy in school lockers, desks, or other storage areas provided for student use. School Lockers, desks or other storage areas are the sole property of the Davis School District and Syracuse Junior High School. Periodic general inspections of school lockers, including the use of drug detecting canines, may be conducted by school authorities for any reason at any time, without notice, without student consent, and without a search warrant.

Extracurricular Activities: Participation in interscholastic athletics, cheerleading, student government, student clubs, graduation ceremonies, and other extracurricular activities is not a constitutionally protected civil right. Therefore, students who are suspended, transferred to an alternative placement, or expelled, may lose the privilege of participation in all extracurricular activities during the period of discipline and will not be afforded due process procedures to challenge the denial of participation.

SJH POLICY & PROCEDURES

ACCIDENTS/ ILLNESS

Accidents are to be reported immediately to the Main Office so that staff can attend to the student and get the assistance necessary for injuries. A call will be made to 911 by the responding staff member when emergency medical assistance may be necessary. Emergency contact information for parents/guardians must be kept current, so that a parent/guardian can be reached in case of accident or illness. An accident form is to be filled out by the supervising teacher and / or office personnel and returned to the office as soon as possible.

S.O.S. / ADVISORY PERIOD

Students will be assigned an advisory class (Support Our Seahawks) that they will attend every day. The intent of this class is to receive guidance and support from an adult on campus. The coaching in

this class will help with time management, work habits, social and emotional well-being, and other parts of a successful junior high experience. Students will meet with this teacher for 60 minutes on the late start day and a quick check in for 20 minutes on all other days. Attendance will be taken in these classes.

ATTENDANCE PROCEDURES

Absence: In accordance with Davis County School District Policy and Utah Law, students are to be in school unless they are excused due to illness, injury or family emergency. Parents should notify the attendance secretary of all excused absences within 48 hours of the initial absence. They can call 801-402-6806, or reply to the email notification of the absence. Parents can also clear an absence on MyDSD within 3 days. It is the responsibility of the student to check with the teacher concerning missed work. Usually, one day make-up time will be given for each day absent. Assignments are accessible online through Canvas. Teachers may also be contacted before school, after school, or by e-mail concerning any work that might have been missed.

Check-in/out Policy: Students must check in/out through the office with a parent/guardian. For student safety, the parent/guardian's identity will be verified. The school cannot release students from school to anyone but the legal guardian or an adult designated by the legal guardian. The designation can be made on the Student Information Form. No student will be allowed to leave school without proper clearance from a parent/guardian.

Closed Campus: Syracuse Junior High is a closed campus. Students are to remain on campus during school hours, unless checked out by a parent/guardian through the office. Students who leave campus without properly checking-out will be considered truant and may receive a truancy citation.

Hall Passes: Students obtain a hall pass from the classroom teacher. Hall passes are to be used for short (five minutes or less) trips out of the classroom with the teacher's permission. Students abusing the hall pass privilege may be considered truant.

Home/Hospital Visits: If a student will be absent ten or more days for approved medical reasons, academic work may be brought to the student's home. Parents wishing for their student to receive Home/Hospital services should contact Ms. Stumo at 801-402-6800 for a Home/Hospital referral.

Released-time Policy: Utah Law permits the release of students during school hours for attendance at religious classes taught on private property. Released-time students are to be off school property by the time the tardy bell rings and should not re-enter school property until the class dismissal bell rings.

Tardiness - Tardiness is disruptive to the orderly running of a school. Students may be considered tardy if they are not in class before the tardy bell. Students who are excessively tardy will receive reduced citizenship grades and will be subject to school discipline. Four (4) tardies are considered to be excessive in one term in any given class and may result in a U citizenship grade.

Truancy (Unexcused Absence): Students are truant if they are not where they are supposed to be during school hours. Truancy may result in the following: a citation, a U citizenship grade, lunchtime detention, and/or court referral. According to Davis District policy, the following citations and fines will be issued:

First - Warning
Second - \$10.00
Third - \$ 15.00

Fourth - \$20.00

Fifth or more - \$ 25.00

Compulsory Education Requirement: During the school year, a parent or legal guardian, having custody over a school-age minor, is required under state law to enroll and send a school-age minor to a public or established private school in the district in which the minor resides. The process of education requires continuity of instruction, class participation, and study. Frequent absences from classes disrupt the instructional process. Parents or guardians are encouraged to work with the school in promoting regular attendance of all students.

BACKPACKS AND BOOK BAGS

The on-campus use of backpacks to carry books and school materials at school will be allowed. Classroom teachers will inform students where their backpacks can be stored during class time.

BUS CONDUCT

School bus boundaries are established by the Davis School District Transportation Department. The administration of Syracuse Junior High is not authorized to issue bus passes until the Transportation Department releases the number of available seats. This usually occurs in October. Until that time, all issues of bus eligibility should be addressed to Davis District Transportation by calling 801-402-7500. It is the policy of the DSD Transportation Department to allow its drivers to set up a comprehensive discipline plan for their bus. Discipline plans will be distributed to the student riders the first week of school. To find out if a student is eligible to ride the bus, log on to myDSD and select Tools/Bus Transportation Info.

CHECKING GRADES

Davis School District provides each student a username and PIN. Use this information and follow the step-by-step instructions provided online to setup your account in the MyDSD system (available by app or desktop computer). From the MyDSD account, students can view grades, homework, attendance reports, take surveys, and email teachers. All teachers will be using Canvas. Student grades can be checked by looking in MyDSD or Canvas. If you need assistance, please contact the front office.

CITIZENSHIP POLICY

High school graduation requirements in the Davis School District include **satisfactory citizenship** grades and adherence to the rules and policies of the school. Citizenship grades will be determined each term by the classroom teachers. School administration may also issue a U citizenship grade for negative or inappropriate behavior. Serious negative behavior may also result in appropriate administrative action including suspensions and/or referral to Davis District Student Services for further action. Serious negative behavior may include, but is not limited to, documented conduct such as: five (5) or more uncleared absences in a term; four (4) or more tardies in a term; disrespect for school authority or staff; use of vulgarity or profanity; public displays of affection (kissing, holding hands, hugging, etc.); direct and willful disobedience of school rules and policies; possession or use of real or imitation controlled substances, drugs or paraphernalia, alcohol, tobacco or other substances illegal for this age; cheating; fighting; theft; property destruction; trespassing; truancy; vandalism; harassment; extortion; hazing; and/or possession of weapons.

Ninth grade students who receive unsatisfactory citizenship grades (U), shall lose citizenship credits (-.25 per U earned). When a U is made up, the lost (-.25) credit is restored to the student's record; however, the U citizenship grade remains on the report card. Ninth grade students can earn make-up citizenship credit by performing community service. Four (4) hours of service must be completed for each U grade received. This service cannot be for a relative of the student and must be done without pay. A \$5.00 fee is also assessed for each recovered U, and must accompany the paperwork signed by the person receiving the service.

To clear a U from the record, students will need to complete the contract, which can be found by talking to the citizenship secretary in the front office, and submit it to the front office.

CLASS CHANGE POLICY

By school policy, no class change requests will be accepted during a semester already in session. Any exception to this policy will be rare and require certain conditions: i.e. physical impairment or injury that prohibits or limits participation in a given subject area, improper level placement in subject areas, or professional or medical recommendations that require class changes. Each time a student-initiated schedule change is made, there will be a \$10.00 charge, and any changes made will be based on availability in the classes.

CLEARING THE BUILDING

Students are required to leave campus at the end of the day no later than 3:15 p.m. unless they are under the supervision of a teacher. Students must be involved in a supervised activity to stay in the building. Students who are not in an activity will be asked to leave the building and grounds immediately.

CREDIT RECOVERY

District Policy requires all students (seventh, eighth and ninth grade) who fail a core class (Math, English, Science, or Social Studies) to take a makeup class. Students should talk to their counselor for more information.

DRESS AND GROOMING

The following dress items will not be permitted at school:

- extreme or slovenly clothing, including, but not limited to, baggy or sagging pants, excessively oversized jackets or coats, tight, or revealing clothing;
- shorts, skirts, or dresses that do not reach the tips of the student's fingertips;
- bare or stocking feet;
- clothing which displays obscene, vulgar, lewd, or sexually explicit words, messages, or pictures;
- clothing attachments or accessories which could be considered weapons, including, but not limited to, spikes on boots, bracelets or chokers; chains on wallets or belts, etc.;
- exaggerated cosmetics and face and body paint;
- exaggerated body piercing;
- clothing that exposes bare midriffs, buttocks, or undergarments;
- shirts or tops that do not have sleeves;

- clothing that advertises a substance a student cannot legally possess or use, (i.e., tobacco, alcohol, illegal drugs);
- any clothing or apparel that conveys a specific, particularized message that school officials can prove has caused, or imminently will cause, material disruption of classwork, or substantial interference with the work of the school or invasion of the rights of others;
- any extreme hair or clothing style that disrupts the learning environment.

School appropriate hats and head gear may be worn. Hoodies are allowed on campus, but the hood must be down and not on the student’s head.

Consequences: Students who violate dress code may call home for appropriate clothes, be given alternative clothing, or be placed in In School Suspension until corrected.

ELECTRONIC DEVICES

The use of all electronic devices (both district-owned and privately-owned) that are accessed at school shall be done so in compliance with the District Acceptable Use Policy. Students may possess and use privately-owned electronic devices at school subject to the following:

Permissible Uses:

- Students may carry or possess privately-owned electronic devices at school and school-sponsored activities.
- A student assumes all responsibility for the safety of the device. The school assumes no responsibility for a student’s personal device.
- Privately-owned electronic devices may be used during class as part of an educational activity when authorized by the teacher.
- Privately-owned electronic devices used to make audio or video recordings may be used **only with the prior permission and direction of a school authority**. See the “Video and Audio Recordings” section below for clear restrictions.
- Privately-owned electronic devices may be used between classes, during lunchtime, and before and after school.
- Students with exceptional circumstances or health-related reasons, or with current 504 / I.E.P. accommodations may use privately-owned electronic devices as approved.
- Students may use privately-owned electronic devices in emergency communications. In a classroom setting, however, the teacher should first be notified of the emergency.

Prohibited Uses:

- The use of all electronic devices in restrooms or locker rooms is strictly prohibited.
- Electronic devices shall not be used in a way that bullies, humiliates, harasses, threatens, or intimidates individuals, including students, employees, and visitors, or violates local, state, or federal laws.
- Electronic devices may not be used during standardized assessments unless specifically allowed by statute, regulations, student IEP, or assessment directions.
- Use of electronic devices during class time is prohibited, except as preauthorized by the teacher for a specific educational activity.

Video and Audio Recordings: Video or audio recording functions of electronic devices may pose threats to the personal privacy of individuals; be used to exploit personal information; and/or compromise the integrity of educational programs. Accordingly, the use of the video or audio recording functions of privately-owned electronic devices is always prohibited on school premises.

With prior approval, the above prohibitions may be relaxed under certain circumstance as directed by a teacher for educational purposes (i.e., yearbook photography assigned by the yearbook advisor).

Although the availability of video documentation might seem useful in resolving issues such as fights, the replaying of the video is often so disruptive and harmful to the subjects of the incident, that its negative effects far outweigh any benefit of having it. Students who witness a serious incident at school are encouraged to seek immediate help from the nearest adult supervisor, rather than try to “help” by recording the event. The posting or distribution of video only serves to continue to victimize the individuals involved, violating their right to privacy.

Therefore, any student who audio or video records an incident involving other students, may be subject to school disciplinary action, up to and including suspension and/or referral to the Davis School District Case Management Team. Such action contributes to the harm of the students involved and is considered egregious behavior. Individuals who post or repost online or otherwise share recorded material of a school incident may receive school disciplinary action for disruptive behavior

Confiscation and Recovery of Privately-owned Electronic Devices: If a student violates this policy, his/her privately-owned electronic device may be confiscated. When an employee confiscates an electronic device under this policy, he/she shall take reasonable measures to label, secure and turn the device over to a school administrator as soon as the employee’s duties permit. The electronic device will be released/returned to the student’s parent or guardian after the student has complied with any other disciplinary consequence that is imposed. The school is not responsible for electronic devices that are not picked-up by a parent within ten days after the date the administrator contacted the parent for retrieval of the device.

When a Personal Electronic Device is submitted to the office, the following consequences will be administered:

- 1st Offense: returned to student at 3:00 pm with a policy review.
- 2nd Offense: returned to a parent at 3:00 pm with a policy review.
- 3rd Offense: returned to a parent at 3:00 pm with a policy review.
- Continued Offenses: Students may be prohibited from having a privately-owned electronic device at school.

Other Consequences: Students using district-owned or privately-owned electronic devices in violation of this policy or in an illegal manner will receive both school and/or legal consequences. School consequences could include In School Suspension, suspension, citizenship U, restriction on the possession of a privately-owned electronic device at school. The school can also suspend access to school owned devices for violations of this policy.

The school shall not assume responsibility for theft, loss, damage, or unauthorized use of an electronic device. If devices are loaned to or borrowed and misused by non-owners, device owners are jointly responsible for the misuse or policy violation(s). Individuals wishing to report a violation of this policy should contact a school administrator.

ELIGIBILITY

Extracurricular Activities - Participation in interscholastic athletics, cheerleading, student government, student clubs, graduation ceremonies, and other extracurricular activities is not a protected civil right. Therefore, students who are suspended, transferred to an alternative placement, or expelled, may lose the privilege of participation in all extracurricular activities during

the period of discipline and will not be afforded due process procedures to challenge the denial of participation. Students desiring to participate in extracurricular activities must maintain the following standards:

Cheerleading Eligibility - Any student who seeks to be a cheerleader must have maintained a minimum GPA of 3.0 in each of the two terms preceding elections or tryouts. Cheerleaders must not have received either an F or a U during the three terms preceding tryouts. Furthermore, overall citizenship grades may be factored into the score sheets of cheerleader applicants. Negative citizenship grades such as an N could have an adverse effect on the applicant's score. Once selected, cheerleaders may not receive an F or U, and must maintain a GPA of 3.0 during each term of participation.

Student Government Eligibility - Any student seeking office must have maintained a minimum GPA of 3.0 in each of the three terms preceding elections. Candidates must not have received either an F or a U during the three terms preceding elections. An N grade may have an adverse effect on the score of an appointed office application. Once in office, officers may not receive an F or U, and must maintain a 3.0 GPA during their term of office.

Athletics Eligibility - In the term preceding athletic participation, students must have obtained a minimum GPA of 2.0 and must not have received more than one F (Incompletes are considered F's until made up). All U's must be cleared prior to athletic participation. Determination of academic and citizenship eligibility shall be made no later than the seventh calendar day following the last day of the grading period. Grade changes after that time cannot restore lost eligibility. Students falling below these standards on any end-of-term report card will be immediately ineligible to participate. Mid-term reports do not apply. Students may appeal to the Standards Committee for further consideration of their standing.

FEES AND FINES

Students and parents are responsible to pay all applicable school fees and fines. Persons interested in applying for a Fee Waiver should apply through the main office. Students who owe fines or fees at the end of the school year will not receive their yearbook until arrangements have been made with the administration to clear their fines. Arrangements must be made prior to yearbook distribution. Fines and fees not paid by the end of the school year may be turned over to collections.

GRADE CHANGES

Grade changes are at the discretion of the issuing teacher, and appeals should be directed to the teacher. Academic or citizenship changes must be made within ten (10) calendar days after the end of each term.

HONOR ROLL

A student may achieve recognition for achievement in scholarship, citizenship and/or attendance.

The requirements are:

Scholastic Excellence:	4.0 GPA
Academic High Honor Roll:	3.75 - 3.99 GPA
Academic Honor Roll:	3.50 - 3.74 GPA
Citizenship High Honor:	All "H's"
Citizenship Honors:	All "H's" or one "S" or "G"
Perfect Attendance:	No absences or tardies (school excused excluded)

Academic Improvement: 0.5 increase in GPA from one the previous term

LATE OPENING OR CANCELLATION OF SCHOOL

If any situation is identified as hazardous by the Superintendent, an announcement will be made over KSL Radio and Television informing parents of the status of the schools in the District. The decision to make such an announcement will be made before 7:00 a.m. In addition to the Media, the District will use a telephone call-out system to notify parents of changes in school schedules. And finally, parents may also learn the status of schools by dialing 801-402-5500, as well as by visiting the Davis District's homepage. Hazardous situations may include, but are not limited to severe snowstorms, high winds, etc.

LIBRARY - SEAHAWK CENTER

Mission Statement and Purpose

The Seahawk Center is a gathering place to promote inquiry, to access information, and to encourage lifelong learners and readers.

LOCKERS

SJH is not issuing lockers to students for the 2021-22 school year.

LOST AND FOUND

All found items will be held in the office for 30 days. Items not claimed will be donated to charity.

LUNCH

Students have two options for lunch: bring lunch from home or buy lunch in the cafeteria.

The following behavior is expected in and around the cafeteria:

- Walk to get in line;
- Respect others by not cutting in line or saving a place in line for others;
- Keep the cafeteria clean and safe by discarding trash in garbage cans and not throwing anything on the ground or tables;
- Observe safety rules when using microwaves and other service items.

Food items brought from home and purchased in the cafeteria or from vending machines must be consumed in the cafeteria. Students eating in other areas of the building will be asked to return to the cafeteria during lunch or discard the food item. Students who use vending machines do so at their own risk. The school will not refund money lost in the vending machines.

DSD Nutrition Services can be found at the following website:
<https://www.davis.k12.ut.us/departments/nutrition-services>

MEDICINE

A student who needs to take prescription medicine during the school day should bring only the prescribed dosage needed for one day.

PERSONAL ITEMS – TOYS

Students should not bring items that are not relevant to the educational process. If brought to school, the items may be confiscated, requiring a parent to pick them up from the office. Roller blades, skateboards, bikes, and other such items may not be used on school grounds. Smaller items are to be stored in the student's backpack. Skateboards must be locked on the racks provided in the front of the school and bicycles must be locked on the racks provided in the back of the school. The school assumes no responsibility for the loss or damage of student bikes and boards. Large amounts of cash or expensive personal belongings should not be brought to school as they are prime targets for theft. Circumstances involving theft will be referred to the School Resource Officer.

SAFE ROUTES UTAH

A copy of the current Safe Routes Utah Map is available on the Syracuse Junior High web page, and in the office upon its completion each year.

SPORTSMANSHIP

Syracuse Junior High School has high expectations for exemplary student behavior at all activities. The following rules will help us maintain a high standard of behavior at athletic events.

1. All spectators are expected to remain in the stands and stay off the playing area before, during, and after athletic contests.
2. Spectators are prohibited from having noisemakers of any kind such as whistles, cowbells, horns, etc.
3. Megaphones, banners, and signs are also prohibited at athletic events.
4. Booming or contesting calls made by referees is not considered to be good sportsmanship and will not be allowed
5. Any student-led cheer should be in support of our team, and not directed towards the other team, its fans, or the referees.

VANDALISM

Vandalism is against the law. Students who know about or observe vandalism have the responsibility to report it to the administration. All students, faculty, and staff should work together to keep Syracuse Junior High a pleasant and safe environment, and not allow a few individuals to ruin it for the rest.

VISITING STUDENTS

Because of the number of students in classes, we are unable to allow students from other schools, or visitors from out of town to attend classes with a student in our school. Parents should plan to have out of town guests entertained at home.

VISITORS

Visitors are to check into the main office upon entering the building. Only school personnel, parents or legal guardians are permitted to visit with students during school hours. Any exceptions to this policy must be cleared with the administration. High school students are not allowed on campus or in the Syracuse Junior High School designated parking areas. Trespassers will be referred to the police.