

## **IRON COUNTY SCHOOL DISTRICT SAFE SCHOOLS POLICY**

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

### **DELEGATION OF AUTHORITY**

Students should be aware that certain behavior outlined herein and in other policies of the district, is unacceptable and will result in disciplinary action. The superintendent and his/her designees will enforce district policies with the aim to make students and their parents or guardians understand that unacceptable behavior will not be tolerated and will be dealt with in accordance with the Board's discipline policies. UCA §53A-11-901. The Board hereby delegates its authority to expel/suspend students to principals and vice-principals in each school in the District for up to ten days. In addition, the Board authorizes hearing officers to conduct informal hearings.

### **PUBLICATION OF SAFE SCHOOLS POLICY**

A copy of this policy shall be given to each student in school in the district once each school year. Each student transferring to a school in the district who was not attending a school in the district just prior to the transfer shall receive a copy of this policy. A copy of this policy shall be posted in each school in the district. Any significant change in this policy shall be posted in each school in the district. UCA §53A-11-903(2)(b)

### **CONDUCT RESULTING IN SUSPENSION/EXPULSION**

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

- Continued willful disobedience or open and persistent defiance of proper authority.
- Willful destruction or defacing of school property.
- 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.
- Willful defacement or injury to any school property.
- Behavior, which unreasonably disrupts or interferes with the educational process for other students.
- Sells, gives, delivers, transfers, possesses, controls, or distributes alcoholic beverages or tobacco products within 1000 feet of school property or any school sponsored event.
- Is under the influence of an alcoholic beverage or controlled substance within 1000 feet of any school property or school sponsored event.

### **MANDATORY SUSPENSION/EXPULSION**

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

- Possession of a weapon, explosive, or flammable material;
- The sale, control, delivery, transfer or distribution of a drug or controlled substance as defined in UCA §58-37-2 or by 21 U.S.C. §801
- The sale, control, distribution, delivery or transfer of imitation controlled substance as defined in UCA §58-37b-2 or 21 U.S.C. §801;
- The sale, control, distribution of drug paraphernalia as defined in UCA §58-37a-3;
- 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;
- Assaults a teacher or other individual. (See also 53a-3-502)

### **HABITUALLY DISRUPTIVE BEHAVIOR**

A student may be suspended/expelled if he/she is habitually disruptive and has failed or refused to completely comply with the student's remedial discipline plan.

An "habitually disruptive student" is one who has caused a disruption in a classroom, on school grounds, in a school vehicle, or at school sponsored activities or events more than five times during a school year and whose behavior was initiated, willful and overt and required the attention of school employees to deal with the disruption.

When a student has caused his first disruption such as described in the preceding paragraph, the student's principal or principal's designee shall develop a remedial discipline plan to assist the student in altering his/her conduct and avoiding the occurrence of another disruption. The principal or designee will review the essential elements of the plan with the student at the time it is implemented. UCA §53A-11-904

### **SUSPENSION/EXPULSION OF HANDICAPPED STUDENTS**

Students identified as disabled under the Individuals With Disabilities and Education Act, or under 504 of the Rehabilitation Act of 1973 must be given special considerations. Expulsion of a student for misbehavior that is related to a disability may constitute discrimination.

### **SUSPENSION/EXPULSION OF HANDICAPPED STUDENTS**

- Short-term Suspension. The school district may suspend students with handicaps from school for a period not to exceed ten (10) official school days if it is determined that:
- Maintaining the student in a current placement is substantially likely to result in injury to self or to other persons; or
- The student has engaged in conduct, which would otherwise warrant suspension or removal for a non-handicapped student.

*SPECIAL NOTE:* The maximum number of ten (10) days suspension is considered on a cumulative basis, within one school year. The number of days should be only as many as are necessary in the specific case. Other options should be considered before using out-of-school suspension with a disabled student. Any suspension should consider the least restrictive environment.

*Long-Term Suspension.* Any expulsion/suspension of a student with disabilities for more than 10 days constitutes a change in placement. Prior to a change-in-placement, parents of the student must be notified of the proposed change and the Special Education committee must first determine whether the alleged behavior is related to a handicapping condition. If the parent contests the proposed change, notice of due process rights must be given to the parent or guardian and the student must "stay put" in the present educational environment unless the parent or guardian agrees otherwise, pending resolution of the hearing.

### **HANDICAPPED STUDENTS**

A handicapped student may be expelled for engaging in conduct that would warrant such action for a non-handicapped student only if the Special Education Committee determines the misconduct is not related to the handicapping condition or inappropriate placement. In determining whether a student's disruptive behavior is related to a student's handicapping condition, the Special Education Committee shall base its decision on currently effective evaluation and assessment data and on review of the current IEP documentation rather than on established eligibility or previous committee decisions. The Committee shall consider whether the student's behavior indicates the need for new assessment or evaluation data.

Unless the parents agree otherwise, the student must be returned to his current placement after ten days while additional assessments are being conducted. The Special Education Committee shall determine the instructional and related services to be provided during the time of expulsion. The student's IEP shall include goals and objectives designed to assist in returning the student to school and preventing significant regression.

### **PROCEDURES FOR SUSPENSION/EXPULSION**

When a student engages in conduct for which mandatory suspension/expulsion is possible or required under section III of this policy, the following procedures shall occur:

1. If the conduct described requires mandatory expulsion/suspension, then the principal or assistant principal shall suspend the student for ten days and in addition shall recommend that the superintendent suspend the student for up to an entire school year, or its equivalent imposed over consecutive portions of two school years.
2. If the conduct described requires mandatory expulsion/suspension, then the principal or assistant principal shall suspend the student for ten days and in addition shall recommend that the superintendent suspend the student for up to an entire school year, or its equivalent imposed over consecutive portions of two school years.
3. If a student is suspended for a period of time less than or equal to ten days, 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:

### **PROCEDURES FOR SUSPENSION/EXPULSION:**

- (a) That the student has been suspended.
  - (b) The grounds for the suspension.
  - (c) The period of time for which the student is suspended.
  - (d) The date, time and place for the parent or guardian 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. If the principal or assistant principal has recommended that the Superintendent suspend the student for a period longer than ten days, that fact shall be included in the notice to the parent or guardian. The student shall also attend the meeting.
4. At the meeting with the student, the parent or guardian, and the principal or assistant principal, the student shall be informed of the charges and evidence against him. If the student denies the charges he shall be given an opportunity to tell his side of the story. If the parent or guardian and/or the student fails or refuses to attend the meeting at the scheduled date, time and place, and reasonable efforts to contact them are unsuccessful, the principal

or assistant principal shall mail notification to the parent or guardian describing the charges against the student and the evidence against him. *Goss v. Lopez*, 410 U.S. 565 (1975)

5. Upon the conclusion of the meeting or upon a determination that the parent or guardian has not appeared for the meeting, the principal or assistant principal shall take one of the following actions:

A. If the reported conduct provides for discretionary suspension/expulsion:

- (1) Take no further disciplinary action to extend the suspension beyond the previously stated period of suspension.
- (2) Increase the time of suspension up to total of ten days.
- (3) Increase the time of suspension up to a total of ten days, with a recommendation to the superintendent that the student be suspended for a period of time greater than ten days up to an entire school year or its equivalent imposed over consecutive portions of two school years.
- (4) Rescind the suspension already imposed and return the student to classes or impose disciplinary measures not including suspension/expulsion.

B. If the reported conduct requires mandatory suspension/expulsion

- (1) Increase in the time of suspension up to a total of ten days, with a recommendation to the superintendent that the student be suspended for a period of time equivalent to an entire school year, imposed as necessary over consecutive portions of two school years.
- (2) Rescind the suspension already imposed and return the student to classes. If the principal or assistant principal recommends suspension for a period greater than ten days, he/she shall notify the Superintendent of that recommendation as soon as possible. The superintendent shall then schedule a hearing to be held with the student parent or guardian, the student and the superintendent. The hearing shall be scheduled to take place prior to the tenth day of the student suspension where possible.
  - (a) The superintendent shall provide written notice of the date, time and place of the hearing to the student and his/her parent or guardian. The notice shall include a statement of the charges against the student, that suspension has been recommended beyond the ten-day suspension imposed by the principal or assistant principal, and the period of time for which suspension has been recommended.
  - (b) 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 witnesses, cross-examine witnesses and make legal arguments relevant to the issues. At the conclusion of the hearing, the superintendent or designee shall make a final determination of the matter, and shall state his/her determination to those attending the hearing. The determination shall then be placed in writing and mailed to the student and his parent or guardian. If the conduct provides for discretionary suspension/expulsion, then the determination shall be one of the following:
    - No further disciplinary action beyond the ten-day suspension imposed by the principal or assistant principal.
    - Recession of the suspension already imposed and return the student to classes.
    - An increase in the time of suspension for a period up to an entire school year or its equivalent imposed over consecutive portions of two school years.

If the conduct requires mandatory suspension/expulsion then the determination shall be one of the following:

- Recession of the suspension already imposed and return the student to classes.
- An increase in the time of suspension for a period up to or equivalent to an entire school year, imposed as necessary over consecutive portions of two school years.
- When it has been determined that a student shall be suspended for any period of time, the parent or guardian, upon meeting with the principal or assistant principal, shall be given the option of attending all classes with the student in lieu of excluding the student from school during the period of suspension. The parent or guardian must agree to attend all of the student's classes with the student for each day of the suspension, if this option is accepted. If the parent or guardian wishes to accept this option, the consent of the student's teachers shall be requested. If granted, the student shall not be excluded from classes for the period of suspension provided the student's parent or guardian attends every class with the student. If the parent or guardian fails to attend a class period with the student, or does not agree to attend class with the student, then the student will be excluded from classes and school activities from that time forward for the remaining period of suspension. UCA §53A-11-906

#### **EDUCATIONAL SERVICES**

If a student is suspended for more than ten days, the student's parent or guardian is responsible to see that alternative educational services are provided to the student, and that such services satisfy the requirements of the state compulsory education laws. The district will provide information to the parent or guardian to determine how the parent's or guardian's responsibility for educational services might be satisfied. The district will maintain a record of all suspended students. For each such student under the age of 16, the district will contact the student's parent or guardian at least once each month to determine the student's educational progress. If the student's educational

progress is not satisfactory, the district may seek the cooperation of the Division of Family Services, the state juvenile court, and other appropriate agencies. UCA §53A-11-907

### **CONTINUING EDUCATION**

The Board or its designee shall provide for the continuing education of a student removed to an alternative education program, which may include any or all of the following programs:

- In-school suspension. Students shall be instructed in the essential elements of the courses in which they are enrolled at the time of removal.
- Transfer to a different campus.
- Transfer to a community-based alternative school.
- Home-based instruction, provided that combined days of suspension and assignment to home-based instruction shall not exceed six school days in a semester.

### **REVIEW BY THE BOARD**

A student may appeal the determination of the Superintendent to the Board of Education by filing a written notice of appeal with the Board President within ten days of the date the decision of the Superintendent is mailed to the student. Upon receiving a request for appeal by the parent or guardian of the student, the Board President will instruct the Superintendent to schedule a Board Hearing within 10 days. At least three board members will be required to conduct the appeals hearing. The Board will hear the evidence submitted during the hearing and affirm or modify the Superintendent's decision. The Board's written decision will be issued within thirty days of receipt of the student's written notice of appeal.

### **MISCELLANEOUS PROVISIONS**

A suspended student shall immediately leave the school building and school grounds following a determination by the parent or guardian of the student and the school of the best way to transfer custody of the student to the parent or guardian. A suspension may not extend beyond ten days unless the student and his parent or guardian have been given reasonable opportunity to appear before the Superintendent for the hearing and respond to the allegations and proposed disciplinary action. UCA §53A-11-905(4)(C)

### **EXPULSION CHECKLIST**

As a helpful guideline to follow when any student is suspended/expelled, district personnel may consider the following non-binding checklist:

1. Does the School District have a policy regarding student discipline after consulting State Office of Education "models"?
2. Has the policy been distributed to all students at least once each school year?
3. Are copies of and all changes to the policies posted?
4. Has the student exhibited conduct defined in the policies and the statutes?
  - a. Willful disobedience
  - b. Willful destruction or defacing of school property
  - c. Behavior, which threatens safety or morals
  - d. Possession of a weapon, explosive or flammable material
  - e. Use or threat of force that constitutes a felony or class A misdemeanor
5. If the conduct involves d or e, then expulsion is mandatory
6. Is the conduct habitual?
  - Has the student disrupted school related activities more than 5 times in a single school year?
  - Was the behavior willful, overt and required school personnel to deal with the disruption?
  - Has the student been expelled previously during the same school year?
  - Has a remediation plan been implemented and reviewed?
7. To whom has the authority to suspend been delegated?
8. Has the student parent or guardian been notified?
  - a. That the student has been suspended
  - b. The grounds for the suspension
  - c. The period of time of suspension, time and place of informal hearing
9. How long has the student been suspended? If more than ten days, has the required informal hearing taken place?
10. What alternatives to suspension have been offered?
11. Is the student disabled under IDEA or 504? If so, provisions of those laws must be followed.

## **Iron County School District Bullying, Cyber-Bullying, Harassment, Hazing, and Retaliation**

I. Purpose Bullying, cyber-bullying and hazing of students and employees are prohibited, are against federal, state and local policy, and are not tolerated by Iron County School District. All Iron County schools are committed to providing all students with a safe and civil school environment in which all members of the school community are treated with dignity and respect. To that end, Iron County School district has in place policies, procedures, and practices designed to reduce and eliminate bullying, cyber-bullying, and hazing. School officials have the authority to discipline students for off-campus speech and behavior that causes or threatens a substantial disruption on campus or during school activities, including violent altercations, or a significant interference with a student's educational performance and involvement in school activities. If after an investigation, a student is found to be in violation of this policy, the student shall be disciplined by appropriate measures up to, and including, suspension and expulsion, pursuant to Utah Code Section 53G-8-205 and, loss of participation in extracurricular activities, and/or probation. If after an investigation, a school employee is found to have violated this policy, the employee shall be disciplined by appropriate measures up to, and including, termination.

II. Definitions A. "Abusive conduct" means verbal, nonverbal, or physical conduct of an employee to another employee that, based on its severity, nature, and frequency of occurrence, a reasonable person would determine:

1. is intended to cause intimidation, humiliation, or unwarranted distress;
2. results in substantial physical or psychological harm as a result of intimidation, humiliation, or unwarranted distress; or
3. exploits an employee's known physical or psychological disability
  - o a. A single act does not constitute abusive conduct, unless it is an especially severe and egregious act that meets the standard under Subsection (A)(1), (2), or (3).

B. "Bullying" means a school employee or student intentionally committing a written, verbal, or physical act against a school employee or student that a reasonable person under the circumstances should know or reasonably foresee will have the effect of:

1. causing physical or emotional harm to the school employee or student;
2. causing damage to the school employee's or student's property;
3. placing the school employee or student in reasonable fear of:
  - o a. harm to the school employee's or student's physical or emotional well-being; or
  - o b. damage to the school employee's or student's property;
4. creating a hostile, threatening, humiliating, or abusive educational environment due to:
  - o a. the pervasiveness, persistence, or severity of the actions; or
  - o b. a power differential between the bully and the victim; or
5. substantially interfering with a student having a safe school environment that is necessary to facilitate educational performance, opportunities, or benefits.
6. The conduct described above constitutes bullying, regardless of whether the person against whom the conduct is committed directed, consented to, or acquiesced in, the conduct.
7. "Bullying" includes relational aggression or indirect, covert, or social aggression, including rumor spreading, intimidation, enlisting a friend to assault a child, and social isolation.

C. "Civil rights violation" means bullying (cyber-bullying), or hazing that is targeted at a student or employee upon the students' or employees' identification as part of any group protected from discrimination under the following federal laws:

1. Title VI of the Civil Rights Act of 1964, including discrimination on the basis of race, color, or national origin;
2. Title IX of the Education Amendments of 1972, including discrimination on the basis of sex; or
3. Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990, including discrimination on the basis of disability;

D. "Cyber-bullying" means using the Internet, a cell phone, or another device to: send or post text, video, or an image with the intent or knowledge, or with reckless disregard, that the text, video, or image will hurt, embarrass, or threaten an individual, regardless of whether the individual directed, consented to, or acquiesced in the conduct, or voluntarily accessed the electronic communication.

E. "Disruptive student behavior" means the same as that term is defined in Utah Code Subsection 53G-8-210(1)(a).

1. Disruptive student behavior includes:

- a. the grounds for suspension or expulsion described in Utah Code Section 53G-8-205; and
- b. the following conduct described in Utah Code Subsection 53G-8-209 (2)(b):
  - use of foul, abusive, or profane language while engaged in school related activities;
  - illicit use, possession, or distribution of controlled substances or drug paraphernalia, and the use, possession, or distribution of an electronic cigarette as defined in Utah Code Section 76-10-101, tobacco, or alcoholic beverages contrary to law; and
  - 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.

F. "Hazing" means a school employee or student intentionally, knowingly, or recklessly committing an act or causing another individual to commit an act toward a school employee or student that:

1. endangers the mental or physical health or safety of a school employee or student;
  - a. 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;
  - b. 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
  - c. 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
2. is committed for the purpose of initiation into, admission into, affiliation with, holding office in, or as a condition for in a school or school sponsored team, organization, program, club, or event; or
3. 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.
4. the conduct described in this Subsection G constitutes hazing, regardless of whether the person against whom the conduct is committed directed, consented to, or acquiesced in, the conduct.

G. "Parent" means a student's parent or guardian.

H. "Restorative justice practice" means a discipline practices designed to enhance school safety, reduce school suspensions, and limit referrals to court, and is designed to help minors take responsibility for and repair the harm of behavior that occurs in school.

I. "Retaliation" means an act of communication intended:

1. as retribution against a person for reporting bullying, cyber-bullying, and/or hazing; or
2. to improperly influence the investigation of, or the response to, a report of bullying or hazing.

J. "School employee" means an individual working in the individual's official capacity as:

1. a school teacher;
2. a school staff member;
3. an administrator; or
4. all others an individual who is employed, directly or indirectly, by a school, school board, or school district;

K. "Trauma-Informed Care" means a strengths-based service delivery approach grounded in an understanding of and responsiveness to the impact of trauma, emphasizing physical, psychological, and emotional safety for both offenders and victims, and creating opportunities for victims to rebuild a sense of control and empowerment.

L. "Volunteer" means a person working under direct supervision of a licensed educator.

III. Training A. All students, school employees, coaches, and volunteers in Iron County School District will receive annual training from a qualified professional regarding bullying, cyber-bullying, and hazing and retaliation. This training will address:

1. overt aggression that may include physical fighting such as punching, shoving, kicking, and verbal threatening behavior, such as name calling, or both physical and verbal aggression or threatening behavior;
2. relational aggression or indirect, covert, or social aggression, including rumor spreading, intimidation, enlisting a friend to assault a child, and social isolation;
3. bullying, cyber-bullying, harassment and/or hazing of a sexual nature or with sexual overtones;
4. 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;
5. bullying, cyber-bullying, hazing and retaliation based upon the students' or employees' identification as part of any group protected from discrimination under the following federal laws:
  - o a. Title VI of the Civil Rights Act of 1964, including discrimination on the basis of race, color, or national origin;
  - o b. Title IX of the Education Amendments of 1972, including discrimination on the basis of sex; or
  - o c. Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990, including discrimination on the basis of disability; and
6. Training on civil rights violations will include compliance when civil rights violations are reported;
7. bullying, cyber-bullying, hazing and retaliation including training and education specific to bullying based upon students' or employees' actual or perceived characteristics;
8. awareness and intervention skills such as social skills training.

B. A licensed educator shall supervise volunteers and is responsible for ensuring the volunteer is trained in the above areas. Volunteers shall report to their supervisor if the volunteer witnesses or is notified of a bullying, cyber-bullying, hazing, or retaliation incident among students or if the volunteer has reason to suspect such an incident. Volunteers shall not engage in bullying activities themselves and must follow policy requirements or may be asked to leave Iron County School District if in violation of this policy.

C. All licensed educators must complete 2 hours of professional development in youth suicide prevention training once every license renewal cycle.

D. In addition to training for all school employees, students, employees, and volunteer coaches involved in any extra-curricular activity shall:

1. participate in initial bullying and hazing prevention training prior to participation in the extra-curricular activity;
2. participate in initial bullying, cyber-bullying, and hazing prevention training to be completed by every employee and repeated at least every three years thereafter;
3. receive information annually of the prohibited activities list provided previously in this Policy and the potential consequences for violation of this Policy.

IV. Prohibitions A. A school employee or student shall not engage in bullying a school employee or student:

1. on school property;
2. at a school related or sponsored event;
3. on a school bus;
4. at a school bus stop; or
5. while the school employee or student is traveling to or from a location or event described above in Subsection A (1) - (4)

B. A school employee or student shall not engage in hazing and/or cyber-bullying a school employee or student at any time or in any location.

C. A school employee or student shall not engage in retaliation against:

1. a school employee;
2. a student; or
3. an investigator for, or witness of, an alleged incident of bullying, cyber-bullying, hazing, or retaliation

D. A school employee or student shall not make a false allegation of bullying, cyber-bullying, hazing, or retaliation against a school employee or student.

E. Any bullying, cyber-bullying, and/or hazing that is found to be targeted at a federally protected class is further prohibited under federal anti-discrimination laws and is subject to compliance regulations from the Office for Civil Rights.

#### V. Investigations

Schools within the Iron County School District will promptly and reasonably investigate allegations of bullying, cyber-bullying, and/or hazing. School and/or district administrators will be responsible for handling all complaints by students and employees alleging bullying, cyber-bullying, or hazing as outlined in the procedures below:

- Gather reports (written if at all possible) from all parties involved Determine if statements from witnesses (and parents) are warranted and gather those statements
- Determine if a violation of school or district policy has occurred
- Determine if a violation of the law has occurred
- If violations have occurred determine what consequences would be appropriate with the goals of:
  - ensuring all students are able to have access to the most appropriate education setting possible
  - ensuring all students are safe and able to attend school
  - correcting future inappropriate behaviors related to bullying, hazing, etc.
  - Verify all parties involved understand confidentiality and the need to not discuss the issues with others not outlined in this policy

In compliance with state and federal law, students have a limited expectation of privacy on the school's Internet system, and routine monitoring or maintenance may lead to discovery that a user has violated district policy or law. Also, individual targeted searches will be conducted if there is reasonable suspicion that a user has violated policy or law. Personal electronic devices of any student suspected of violation of the above policy will be confiscated for investigation and may be turned over to law enforcement.

A. In accordance with State Board of Education Administrative Rule Subsection R277-613-4(1)(c), school administrators shall investigate allegations of incidents of bullying, cyber-bullying, hazing, and retaliation in accordance with this section.

B. ICSD schools are required to investigate allegations of incidents described in Subsection (A)(1) by interviewing at least the alleged victim and the individual who is alleged to have engaged in prohibited conduct.

1. Schools may also interview the following as part of an investigation:
  - a. parents of the alleged victim and the individual who is alleged to have engaged in prohibited conduct;
  - b. any witnesses;
  - c. school staff; and
  - d. other individuals who may provide additional information.
2. An individual who investigates an allegation of an incident shall inform an individual being interviewed that:
  - a. to the extent allowed by law, the individual is required to keep all details of the interview confidential; and
  - b. further reports of bullying may become part of the investigation.

C. The confidentiality requirement in Subsection (B)(2) does not apply to:

1. conversations with law enforcement professionals;
2. requests for information pursuant to a warrant or subpoena;
3. a state or federal reporting requirement; or
4. other reporting required by this rule.

D. In conducting an investigation under this section, school administrators and/or designees may:

1. review disciplinary reports of involved students; and
2. review physical evidence\, consistent with search and seizure law in schools\, which may include:
  - a. video or audio;
  - b. notes;



- c. email;
- d. text messages;
- e. social media; or
- f. graffiti.

E. Schools within ICSD will coordinate investigations of bullying, cyber-bullying and retaliation with School Resource Officers or appropriate law enforcement agencies if there is a possibility that the alleged behavior has in any way violated the law. Factors to consider when making the determination include the allegation, the impact on learning opportunities for all students and the possibility that a violation of the law has occurred.

Reports of hazing will require coordination with the appropriate SRO or law enforcement agency for investigation.

VI. Actions Required if Prohibited Acts are Reported A. Each reported complaint will include:

1. the name of complaining party;
2. the name of offender (if known);
3. the date and location of incident(s); and
4. a statement describing the incident(s)\, including names of witnesses (if known).

B. Each reported violation of the prohibitions noted previously will be promptly investigated by a school administrator or an individual designated by a school administrator. A report of bullying, cyber-bullying, hazing, and retaliation may be made anonymously, but a school will not take formal disciplinary action based solely on an anonymous report.

C. Verified violations of the prohibitions noted previously shall result in consequences or penalties.

Consequences or penalties may include but are not limited to:

1. use of a discipline plan consistent with State Board of Education Administrative Rule R277-609 or use of restorative justice practices consistent with State Board of Education Administrative Rule R277-613;
2. notify the involved students' parents of the restorative justice practice and obtain consent from the involved student(s)'s parent(s) before including victim in the process;
3. support involved students through trauma-informed practices;
4. use student suspension or removal from a school-sponsored team or activity
5. including school sponsored transportation;
6. use student suspension or expulsion from school or lesser disciplinary action;
7. use employee suspension or termination for cause or lesser disciplinary action consistent with Utah Code Section 53G-11-512;
8. use employee reassignment;
9. take other actions against student or employee as appropriate; and
10. use of established ICSD grievance policy GBM.

D. The school will notify a parent if the parent's student threatens suicide, or if the student is involved in an incident of bullying, cyber-bullying, hazing, or retaliation.

1. The school will produce and maintain a record that verifies that the parent was notified of the incident or threat.
2. The school will not disclose the record described in D1 to anyone unauthorized to receive it and will not use the record for purposes not allowed under the law.

E. Compliance with the Office for Civil Rights when Civil Rights Violations Occur:

1. the school is responsible for identifying bullying, cyber-bullying, and hazing incidents about which it knows or reasonably should have known when it involves a protected class. The school must take immediate and appropriate action to investigate or otherwise determine what occurred.
2. these duties are the school's responsibility to investigate regardless of whether a person makes a complaint, a person requests the school to take action, or a person identifies the bullying\, cyber-bullying or hazing as a form of discrimination
3. if it is determined that the bullying, cyber-bullying, or hazing occurred as a result of the student-victim's membership in a protected class, the school shall take prompt and effective steps reasonably calculated to:
  - a. end the bullying, cyber-bullying, or hazing

- b. eliminate any hostile environment,
- c. assess prevalence in school culture, physical facilities, and systemic practices to prevent its recurrence

F. Actions must also include, as appropriate:

1. procedures for protecting the victim and other involved individuals from being subjected to:
  - a. further bullying, cyber-bullying, or hazing, and
  - b. retaliation for reporting the bullying, cyber-bullying or hazing;
2. prompt reporting to law enforcement of all acts of bullying, cyber-bullying, hazing, or retaliation that constitute suspected criminal activity;
3. procedures for a fair and timely opportunity for the accused to explain the accusations and defend his actions prior to student or employee discipline; and
4. procedures for providing due process rights under Utah Code Section 53G-11-501 (licensed staff) and local employee discipline policies prior to employee discipline or Utah Code Section 53G-8-202 and local policies (students) prior to long term (more than 10 day) student discipline.

VII. Annual Reporting of Allegations of Bullying, Cyber-bullying, Hazing, and Retaliation A. ICSD is required by Utah Code Subsection 53E-3-401 (3) and State Board of Education Administrative Rule R277-613 to report the following annually to the State Superintendent:

1. a copy of ICSD Bullying policy;
2. implementation of the signed statement requirement described in Utah Code Subsection 53G-9-605 (3)(g);
3. verification of ICSD's training of school employees relating to bullying, cyber-bullying, hazing, and retaliation, and abusive conduct described in Utah Code Section 53G-9-607;
4. incidents of bullying, cyber-bullying, hazing, and retaliation;
5. the number of incidents described in Subsection (8)(d) required to be reported separately under federal law, including the reporting requirements in:
  - a. Title VI of the Civil Rights Act of 1964;
  - b. Title IX of the Education Amendments of 1972; or Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990.

VIII. Additional Notes A. This policy does not prohibit expressive activity protected by the First Amendment of the United States Constitution. However, if off-campus speech that may constitute a bullying, cyber-bullying, or hazing incident creates a substantial disruption to the school environment, under *Tinker v. Des Moines* ( 393 U.S. 503 (1969)), ICSD Schools may take disciplinary action against the student who initiated the speech. Factors that a school may consider in determining whether a substantial disruption has occurred are:

1. whether there is a verbal or physical confrontation over the incident at school;
2. whether there is likely to be a verbal or physical confrontation based on evidence of a prior relationship between the victim and the student who initiated the speech;
3. whether any part of the speech that gave rise to the incident was repeated at school;
4. whether students are discussing the incident during class or if it otherwise is disrupting school work;
5. whether there is a widespread whispering campaign or rumor sparked by the off-campus incident that disrupts the school environment and students' abilities to focus on school;
6. whether administrators who dealt with the incident were pulled from their ordinary tasks to address the incident and how much time it took out of an administrator's day to do so;
7. whether speech similar to the off-campus speech in this incident has occurred in the past and has resulted in violence or near violence at school;
8. whether there is a negative effect on classroom activities as a result of the off-campus incident; or
9. whether the speech was violent or whether there is a history of violence from the student/s who initiated the speech (Note: true threats are not protected by the First Amendment if it advocates "imminent" violence or unlawful conduct. Thus, a message that threatens physical harm, even if it isn't mean to be serious, may not be protected by the First Amendment and the person who utters such a message may be disciplined by a school.).

## **Iron County School District G-Suite Policy**

The Iron County School District (ICSD) uses G-Suite for Education to host many services such as student email accounts. This notice describes the personal student information Google maintains for these accounts and how Google collects, uses, and discloses personal information from students in connection with these accounts.

Using their G-Suite for Education accounts, students may access and use the following “Core Services” offered by Google Calendar Chrome Sync Classroom Contacts Drive Docs, Drawings, Forms, Sheets, Slides Gmail Groups Keep Meet, Chat Sites Tasks Voice \*Note: From time to time, Google may elect to introduce new Services which may or may not be included in Core Services.

These additions will be evaluated annually. In addition, ICSD also allows students from certain grade levels to access to other Google services with their G-Suite for Education accounts. Specifically, your child may have access to the following (or other) “Additional Services”: Blogger Earth Maps Photos Play Translate YouTube

A list of additional services is available at <https://support.google.com/a/answer/181865>. Google provides information about the information it collects, as well as how it uses and discloses the information it collects from G-Suite for Education accounts in its G-Suite for Education Privacy Notice. You may read that notice online at [https://gsuite.google.com/terms/education\\_privacy.html](https://gsuite.google.com/terms/education_privacy.html).

It is recommended that you review this information in its entirety, but below are answers to some of the most frequently asked questions:

### **What personal information does Google collect?**

When creating a student account, the Iron County School District may provide Google with certain personal information about the student, including, a name, email address, and password. Google may also collect personal information directly from students, such as a telephone number for account recovery or a profile photo added to the G-Suite for Education account.

When a student uses Google Services, Google also collects information based on the use of those services. This includes: device information, such as the hardware model, operating system version, unique device identifiers, and mobile network information including phone number; log information, including details of how a user used Google services, device event information, and the user’s Internet protocol (IP) address; location information, as determined by various technologies including IP address, GPS, and other sensors; unique application numbers, such as application version number; and cookies or similar technologies which are used to collect and store information about a browser or device, such as preferred language and other settings.

How does Google use this information? In G-Suite for Education Core Services, Google uses student personal information to provide, maintain, and protect the services. Google does not serve ads in the Core Services or use personal information collected in the Core Services for advertising purposes.

In Google Additional Services, Google uses the information collected from all Additional Services to provide, maintain, protect and improve them, to develop new ones, and to protect Google and its users. Google may also use this information to offer tailored content, such as more relevant search results. Google may combine personal information from one service with information, including personal information, from other Google services.

### **Does Google use student personal information for users in K-12 schools to target advertising?**

No. For G-Suite for Education users in primary and secondary (K-12) schools, Google does not use any personal information (or any information associated with an G-Suite for Education Account) to target ads, whether in Core Services or in other Additional Services accessed while using an G-Suite for Education account.

### **Can my child share information with others using the G-Suite for Education account?**

We may allow students to access Google services such as Google Docs and Sites, which include features where users may share information with others or publicly. When users share information publicly, it may be indexable by search engines, including Google.

### **Will Google disclose my child's personal information?**

Google will not share personal information with companies, organizations and individuals outside of Google unless one of the following circumstances applies:

With parental or guardian consent. Google will share personal information with companies, organizations or individuals outside of Google when it has parents' consent (for users below the age of consent), which may be obtained through G-Suite for Education schools.

With Iron County School District. G-Suite for Education accounts, because they are school-managed accounts, give administrators access to information stored in them.

For external processing. Google may provide personal information to affiliates or other trusted businesses or persons to process it for Google, based on Google's instructions and in compliance with the G-Suite for Education privacy notice and any other appropriate confidentiality and security measures.

For legal reasons. Google will share personal information with companies, organizations or individuals outside of Google if it has a good-faith belief that access, use, preservation or disclosure of the information is reasonably necessary to: meet any applicable law, regulation, legal process or enforceable governmental request. enforce applicable Terms of Service, including investigation of potential violations. detect, prevent, or otherwise address fraud, security or technical issues. protect against harm to the rights, property or safety of Google, Google users or the public as required or permitted by law. Google also shares non-personal information -- such as trends about the use of its services -- publicly and with its partners.

*What choices do I have as a parent or guardian?*

First, you can request that the school district not create a G-Suite for Education account for your child, and Google will not collect or use your child's information as described in this notice. Although this is an option for each parent to decide, all student accounts are connected to G-Suite to include their login credentials to technology such as school Chromebooks. If a parent opts their student out of not having a G-Suite account, the parent must contact the principal at the school to establish alternatives.

Second, if you consent to your child's use of G-Suite for Education, you can access or request deletion of your child's G-Suite for Education account by contacting the school principal. If you wish to stop any further collection or use of your child's information, you can request that we use the service controls available to limit your child's access to features or services, or delete your child's account entirely. You and your child can also visit <https://myaccount.google.com> while signed in to the G-Suite for Education account to view and manage the personal information and settings of the account.

*What if I have more questions or would like to read further?*

If you have questions about our use of Google's G-Suite for Education accounts or the choices available to you, please contact the school principal, who will provide further direction. If you want to learn more about how Google collects, uses, and discloses personal information to provide services to us, please review the G-Suite for Education Privacy Center (at <https://www.google.com/edu/trust/>), the G-Suite for Education Privacy Notice (at [https://gsuite.google.com/terms/education\\_privacy.html](https://gsuite.google.com/terms/education_privacy.html)), and the Google Privacy Policy (at <https://www.google.com/intl/en/policies/privacy/>). The Core G-Suite for Education services are provided to us under Google's Apps for Education agreement (at [https://www.google.com/apps/intl/en/terms/education\\_terms.html](https://www.google.com/apps/intl/en/terms/education_terms.html)).

# *Iron County School District*

## *K-5 Student Computer Acceptable Use Policy*

### **K-5 Student Computer Acceptable Use Policy**

The Iron County School District has access to the Internet, which is governed and supported by the Utah Education Network.

Use of the electronic information resources in the School District shall be to improve and support the educational process by providing access to global information. Students who abuse acceptable use, which includes, but is not limited to, copyrighted or threatening or obscene material, pornography, gambling, and inappropriate language will be subject to disciplinary action. Information students send or receive via computer resources may be viewed by others with or without parental knowledge.

#### **ACCEPTABLE USES**

To qualify for electronic information resource services, students must be willing to abide by the rules of acceptable use. Please work with us in helping your elementary school age child understand and abide by these simple but important rules of appropriate use.

Acceptable use means that as a student you will promise to use the computer resources, such as the Internet, with respect and responsibility. These rules also apply to the use of personal devices taken to school. As a student you will also promise to abide by school rules, this acceptable use policy, and classroom rules that will be taught by your teachers and other school staff. You must understand that use of the computer resources is designed to support your education. If rules are broken, a student may lose his/her privilege in using the computer resources. Please note the following rules:

- **Be Polite and Show Respect:**
  1. When using the computer to write, send or to receive messages or information, always use appropriate school language and behavior.
  2. Show respect for others and self by not accessing or transmitting any immoral, obscene, pornographic, profane, lewd, vulgar, rude, defaming, harassing, threatening, disrespectful, or otherwise inappropriate images or information, or receiving such information from others.
  3. Show respect for property by not attempting damage, destruction, defacement, or theft of any electronic equipment, or attempting to disrupt or interfere with the use of any computer or electronic information resource. The computer resources belong to the school district.
  4. Do not attempt to store any illegal, inappropriate, or obscene material on district-owned electronic equipment.
- **Be Honest and Obey the Rules:**
  1. When using the computer resources follow all posted rules and instructions given by your teacher. Use the computer resources for appropriate educational purposes only.
  2. Do not attempt any activity, which would violate any school, district or public laws.
  3. Do not attempt to bypass state, district, or school security (e.g. bypassing proxies or hacking servers or work stations), or any attempt to access information other than your own.
  4. Do not attempt any activity that would be a violation of copyright, trade secret or trade laws.
  5. You must report inappropriate use of the computer or Internet to a teacher or the principal.
- **Keep Personal Things Private:**

It is advised that students not tell or show others any personal or family information over the Internet, such as: home address, phone numbers, passwords, or Social Security numbers. Do not log on or use another person's account. Keep personal and electronic information private. **Do not share your password with anyone.**

#### **MONITORING**

The School District reserves the right to monitor and review any material on any machine at anytime in order for the District to determine any inappropriate use of network services. This includes personal devices such as cell phones, iPods, etc. If a school is concerned about the content on a personal device, the student must either unlock or provide the password to make that device and data accessible to the school administration and or law enforcement.

## **Student Dress Standards**

**Policy Code:**

**JFCA**

**Adoption Date:**

**Tuesday, May 20th, 2014**

**Student Dress Standards**

**All students have the right to a safe, healthy school environment. All students have the responsibility to dress appropriately and observe basic standards of cleanliness and good grooming. A student's dress and appearance should not cause a disruption or distract from the educational process or create a health or safety concern for him/herself or others.**

**These are "MINIMUM" Iron County School District Standards. Individual school/classroom dress policies may include additional or higher standards to provide an educational environment as free from distraction as possible. Current fashion trends may dictate additional standards. Individual principals/teachers must clearly communicate their school's/classroom's dress code policy to students and parents and be consistent in its enforcement within their building/classroom.**

**Students are to dress in a neat and appropriate manner that reflects pride in themselves and in their school.**

**Hats with a brim or head coverings that cover the eyes are not to be worn at school during school hours.**

**Shorts and skirts may not be shorter than mid-thigh.**

**Shirts or tops that expose bare midriffs during normal activity, tank tops, or spaghetti straps are not permitted.**

**Bust cleavage should not be exposed.**

**Shoes, or appropriate footwear, must be worn at all times.**

**Sagged pants are not permitted.**

**Leggings and skintight pants are very distracting if they are not covered up with a longer style of top, shirt, or jacket.**

**Clothing with vulgar language, inappropriate pictures (sexually oriented, gang or violence related), alcohol or cigarette advertising, depicting illegal substances or any other illegal activities are not permitted.**

**Apparel that is gang related or appears to be gang related is not permitted. This includes, but not limited to: oversized baggy pants, headbands, spiked bands, chains on pants or wallets, or any article of clothing that would identify the student with a gang.**

**Excessive makeup or face paint, and extreme or distracting hairstyles or hair colors are not permitted.**

**Distracting, excessive, or dangerous face or body piercing is not permitted.**

**Parents have the responsibility of assuring that students are dressed properly for school. Students who are in violation of this "MINIMUM" approved dress policy, and those established in schools and classrooms with higher standards will be sent to the office. The student in violation of the dress policy will not be allowed to return to class until their appearance is brought to compliance.**

## **North Elementary Parent/Student Handbook**

Below are some items that will hopefully help you get acquainted with North Elementary for the 2020-2021 school year:

### **School Improvement Plan**

Since we were “rudely interrupted” in the pursuit of our school improvement plan for last year, the goals for this year’s plan will remain the same:

Goal #1: We will reduce the number of students sent to in-school suspension by 50% by implementing a new emphasis on PBIS.

Goal #2: Every grade level will achieve at least 90% student mastery on at least one math GVC as measured by teacher generated CFA’s.

Goal #3: Every grade level will achieve at least 90% student mastery on at least one language arts GVC as measured by teacher generated CFA’s.

Goal #4: A greater emphasis will be placed on integrating science with writing and art.

For a full copy of our school improvement plan, including our action steps for each goal, please see our school website.

### **Student Achievement and Attendance**

Consistent attendance is crucial to success in school. For this reason, we strongly urge parents to encourage good attendance at school for their children. A direct correlation can be drawn between success in school and consistent attendance. Iron County School District and North Elementary provide services for extended illness, counseling for students who are having difficulties, special needs services for students who are struggling academically, and a caring staff who wants all our students to enjoy their schooling at North Elementary. Students who struggle academically are given additional help in their studies. Many different incentives are given to students who show exemplary attendance, academic progress, and citizenship. Please try to ensure your child arrives at school every day and on time.

Children who are ill should stay home to recover and to avoid the spread of disease to other students. Our school nurse has instructed us that students with the following symptoms should not attend school:

- Fever
- Vomiting
- Coughing and/or congestion that keep the child awake much of the night.

In like manner, we urge all parents to avoid keeping their children out of school for sports events, visits to relatives, vacations, etc.

If a student begins to show poor attendance patterns, the school will take the following steps, as needed:

1. Phone call from the teacher
2. A letter from the principal
3. A second phone call from the teacher
4. A parent conference with the teacher and the principal
5. A letter from the district attorney that outlines parent responsibilities in regards to a child’s school attendance. This letter will also require follow through from the parents.
6. Possible referral to the Utah Division of Child and Family Services for educational neglect.

Incentives will also be given to students who exhibit prompt and consistent attendance. It is our goal to work together with parents to ensure your child’s success in school. We offer compassionate and caring support for parents who have children in need of mental, academic, physical, or social assistance. Please help us ensure the best education possible for your children by getting them to school consistently and promptly.

There are special considerations given, including quarantines, for COVID-19 cases. If you have questions about this, please call the school office.

### **School Hours and Early Out**

Class will begin each morning at 8:55, with dismissal at 3:30. for grades one through five. Morning kindergarten will hold class from 8:55 to 11:45 and afternoon kindergarten will be from 12:45 to 3:30. Every Wednesday is early out day for all elementary schools in the district. This gives teachers some time to prepare lessons, collaborate their efforts, and obtain valuable training to serve students’ needs. On early-out days, students in grades one through five are dismissed at 1:30 PM. Morning kindergarten on early-out days will be in session from 8:55 to 10:55 AM, with afternoon kindergarten from 11:30 to 1:30 PM.

**We ask that students not arrive at school before 8:30 AM due to supervision constraints.** Students who have made special arrangements with their teachers may arrive early and work quietly in their classrooms. Any student who arrives before 8:30 will be asked to wait outside until the front doors are unlocked. We also realize that the busing schedule will often dictate the arrival time for many students. If you have questions about bus schedules, please call the bus garage at 586-2864.

### **Bus Transportation**

Proper behavior on the bus is required for the safety of all children riding the bus. Students are to remain seated, keep their hands, feet, and other objects to themselves, avoid abusive language and teasing, and follow all directions from the driver. The driver may write citations if there is a problem.

### **Breakfast and Lunch Information**

Applications for free or reduced lunches are available in the office. We encourage students to support our school lunch program. The quality, variety and quantity of food are excellent! The daily breakfast and lunch prices throughout Iron County School District are as follows: Breakfast--\$1.50 (\$.30 reduced) for students and \$2.00 for guests and adults. Breakfast is served from 8:30 to 8:50. Lunch--\$2.50 (\$.40 reduced) for students and \$4.00 for guests and adults. Sorry, our computerized lunch system will not accept charges. Students who neglect to pay may be denied a meal. We respectfully ask that parents keep up with their child's lunch money to avoid embarrassing situations. Please do not ask for special consideration. We appreciate your cooperation in this matter. Lunches may be paid daily, weekly, monthly, or yearly! Parents are encouraged to pay for meals online. Information and payment forms can be found by clicking the "myschoolbucks.com" link at <http://irondistrict.org/nutrition> Please let us know if you have any questions.

PLEASE NOTE: Our school's food service program is subsidized by the federal government and is regulated by federal policies. These policies state that no person may consume any part of a meal served to another person, regardless of the status of the meal (free, reduced, or regular price.) Therefore, we **respectfully require** that:

- 1) Parents must not eat any part of their child's meal,
- 2) No part of the meal can be served to another child, and
- 3) Food served in the lunchroom cannot be transported out of the serving area.

Parents are welcome to purchase meals for the standard price for themselves or their children who do not attend our school. Thank you for your cooperation in this matter.

### **Immunizations and Health**

According to Utah state law, all students must have full immunizations before they are allowed to enter school. For parents who, for religious or other reasons, do not want their child to receive immunizations, waivers are available at the State Health Department Office located on DL Sargent Drive. Our school also operates an optional fluoride rinse program under the direction of our school nurses and PTA. If you have health questions, please check with the school and we can put you in contact with our school nurse, Tiffany Johnson.

### **Home/School Communication**

North Elementary strives to promote active and positive interaction and communication between our school and the families of our students. Emails, newsletters, web pages phone calls, grade reports, and notes home are just part of our efforts to inform parents of students' progress and activities here at school. Parent participation in this process is also vital. Please be sure to contact your child's teacher or the school office with questions, concerns, and suggestions. We also offer a mass texting service to keep you informed of events and emergencies. In order to receive informational (including online grades) as well as emergency communication from the school, PLEASE ENSURE YOUR CELL PHONE NUMBER AND EMAIL AND STREET ADDRESS ARE ALWAYS KEPT CURRENT and that you have registered as a parent on PowerSchool. Steps for doing this can be found on our school website and in the school office. Contact the school office (586-2845) with any questions about this. Thanks!

### **Student Appearance**

Iron County student dress code states that student clothing and appearance cannot interfere with the educational processes at our school. There is a copy of the dress code in this packet.

### **Lost and Found**

Each year our lost and found reaches monumental proportions. Please label clothing and other items brought to school. Unlabeled or unclaimed property is donated to Deseret Industries at the end of each month.

### **School Volunteers, Visitation, and Safety**

We love parents to visit our school and actively participate in the education of their children. For the protection of students, the outside doors will be kept locked during the school day. **The main doors on the west are the only doors that will be unlocked during the school day. Whenever parents/visitors enter our school, they are required to check in at the office. School-provided ID is now required of all adults who wish to continue to hallways or classrooms. Adults who frequent the school have been instructed to challenge any visitor who does not have ID.** Anyone needing to give a child a message, medication, homework, lunch money, supplies, etc. should check with the office. Interrupting class hinders valuable instruction time. Students that need to leave before school is out should provide their teacher with a note from their parent. They should come to the office at the appointed time, where an adult may sign them out.

We invite all parents to take an active role in their child's education by volunteering in the classroom, joining the PTA, helping with homework, and keeping in touch with their child's teacher. When home and school work together, great things happen in the life of a child! Please note that, because of the pandemic, the number of



volunteers who can be in the classroom at any given time (not including student teachers and/or practicum students) is limited to 2.

Parents who are volunteering in the classroom should obtain a pass and permission from the secretary before entering the school. For those parents who are just dropping off a treat, message, lunch, school supplies, etc, the office will be happy to take the items to the student for you. This minimizes classroom interruptions—for both the students and the teachers. Your understanding on this is appreciated.

### **Student Delivery and Pickup**

**Buses will pick-up and drop off students along the curb on 500 West (east side of the school). Parents and staff must never block the bus loading zone.**

**Parents dropping off or picking up their children must use the zone provided on the west side of the school (600 West). When parents use other locations for child pick up they are putting their child and others at risk. Please be courteous of other drivers and do not park in the thru-lanes of the drop-off/pick-up areas.**

**Please NEVER allow your child to walk between parked cars when they are picked up or dropped off. This is an accident waiting to happen! Students must also cross the street in the crosswalks provided. Any parents who park anywhere except the student pickup line at the end of the school day must get out of the car and escort their children to their cars.**

**IMPORTANT CHANGE TO POLICY: Parents, siblings, or friends who wish to arrive at school before dismissal to pick up a student, must wait outside the main doors. Students will make their way to the front steps to meet you there. Please teach your child how to do this and respect this rule. THIS IS FOR THE SAFETY OF YOUR CHILD!**

### **Walking/Riding to School Safely**

Students may ride bicycles, skateboards, or scooters to school; however, the school cannot accept responsibility for the safety of these items. Locks are strongly recommended. Students should dismount and walk onto the school grounds when arriving at school or leaving for the day. Bikes skateboards, or scooters are not to be ridden during recess or break times. The student should walk these whenever s/he is on campus. Helmets are encouraged.

The school community council has developed a walk-safe plan. To see a copy of this please see our school website or get a hard copy in the office.

### **Student Birthdays**

When desired, a store-bought birthday treat may be sent to the school with your child on his/her birthday. The health department requires that no homemade treats be brought to school. Parents are reminded that, unless parents would like to check in and spend some time volunteering in the classroom, they are to drop off the treat at the office and school staff will deliver it to the classroom.

To ensure the happiness of all students, party invitations may be sent to school to be passed out to students *only* if every child in the class is to receive one. If only a few students are to be invited to the party, arrangements must be made at home.

### **Emergency Numbers**

**Parents, please inform the school of your work telephone and/or emergency numbers in case your child becomes ill or is injured at school and requires that we contact you. Please remember to notify the school of any change of address, telephone number, or a revision of information contained on the yearly registration form.**

### **Telephone Usage**

The school telephone is for business calls and emergencies only. Necessary plans for after school activities should be made with children before they leave home in the morning. If you wish to speak to a teacher, please leave a message with the office and s/he will return your call as soon as possible. If you have an important message for your child, the office will be happy to deliver it to your child as well. Please do not call the school and ask that your child be dismissed from class to answer the phone. This disrupts the learning environment for your child and all others in the class.

*Special Note Regarding Cell Phone Usage: Cell phones can be useful tools but can also be a great distraction in class. Students who use cell phones during class or in other ways that disrupt the educational process are hereby notified that their cell phone may be confiscated and held in the office until a parent can pick it up.*

### **Field Trips**

Throughout the year, classes will be involved in educational field trips. Teachers are to inform parents of all field trips ahead of time and send out a field trip permission slip to be signed by the parents. If the field trip will continue through lunch time, a school sack lunch may be ordered. Cost for the lunch is the same as eating in the lunchroom.

### **Leader in Me Success-Building Program**

In order for effective education to take place, classroom management/discipline is required. School and classroom rules and behavior expectations are explained to students and reinforced through our North **S.T.A.R.** program. Your support in learning about and living this program at home will help it be especially effective. The Iron County School District also has a positive behavior and intervention system program in place at all schools. Students are also taught mindfulness, Zones of Regulation, community circles, and social skills in every classroom.

### **Safe Schools Policy**

The Iron County School District has adopted a safe schools policy. Students are required to have a signed safe schools document on file each year.

This policy states that students who disrupt their own education or the education of others may be removed from school for up to one year. As part of this effort, the school district has employed an officer from the Cedar City Police Department to act as a school resource officer (SRO). As a district employee, the SRO may be called upon by the school administration to investigate when there is a reasonable suspicion that a student has violated the Safe School Policy.

### **PTA**

North Elementary is a school dedicated to children. Becoming involved in PTA provides an opportunity to contribute to the educational program. Our PTA is an active one. Throughout the year, many enjoyable educational opportunities will take place. Please be involved.

### **Physical Education**

Physical fitness is offered to all elementary students in grades K-5. If a student's participation has some limitations, it will be necessary to submit a written note to the teacher to be excused from physical education activities. Regular school clothing is satisfactory for physical education activities. Shoes should provide support and be safe for physical sports. Dresses and skirts for female students are discouraged on PE days. Students will be challenged to improve their own individual fitness levels.

### **School Community Council**

Our community council is comprised of representation from school staff and parents. The committee deals with school improvement, budget items, planning, and acts as a liaison between our school and community. Council members are elected each fall. Contact the school office if you are interested in being a part of our community council. If you have a concern you would like to express to a community council member, please let us know and we will help you get in contact with him/her.

### **North's Partnership with SUU**

One of the things that really sets North apart from other schools is our special partnership with Southern Utah University. It is certainly a relationship that benefits North Elementary and SUU—and especially our students. We receive special training (especially in STEAM education), lots of trained adult help in the classroom, and even a little bit of funding for special projects around the school. This partnership also brings with it some opportunities for SUU students and faculty to do research at North. These may vary from studies about what kids like to eat to how they feel about testing, etc. Parents are hereby given notice that no child will participate in a research project without that research being first approved and vetted by the SUU Internal Review Board, North Elementary, and Iron Co. School District. Parents will also have the opportunity to opt their child out of any research project that they feel uncomfortable with before any surveys, etc, are administered.

We are proud of our school, our students, and the tremendous parental support we enjoy. We eagerly look forward to helping your child reach his/her full potential. If you have any questions or comments that relate to our school, please feel free to contact me. Together we *will* find a solution!

Sincerely,  
Ray Whittier  
Principal

As required by federal and state law, North Elementary is providing a copy of this *School-Parent Title I Compact* to every family in our school.

**North Elementary School agrees to:**

- Provide high quality curriculum and instruction by using best practices and researched strategies.
- Provide instruction in a supportive and effective learning environment that enables students to meet the State Core Curriculum by using three-tier intervention, sheltered instruction, and updated textbooks and technology.
- Hold SEP parent-teacher conferences in the Fall and Spring of each school year.
- Provide parents with frequent reports on student progress by sending home report cards, progress letters and other reports as needed.
- Provide parents reasonable access to staff by sending e-mail responses about students, listing after school contract hours, and by providing a process to set appointments.
- Provide all parents the opportunity to volunteer and participate in their child's class by having volunteer sign up sheets, inviting parents to supervise field trips and other special activities, and by informing parents of after school programs, etc.

**Parents agree to:**

- Ensure that their children attend school on a regular basis.
- Monitor homework assignments and initial before sending back.
- Read to/with their child for twenty minutes each school day.
- Ensure that their children get proper nutrition and rest.
- Monitor amount of television and video game time.
- Volunteer in and be involved with child's classroom as time permits.
- Attend SEP conferences twice a year.
- Participate in school decisions as they relate to their child's education.
- Return school communications in a timely manner.

**Students agree to:**

- Do homework and turn in on time.
- Read at least 20 minutes after school daily.
- Give guardian all school notices and information received.
- Attend school on a regular basis and participate in activities.
- Follow school rules and procedures as outlined in school handbook.