DHS POLICIES
2020 – 2021

Welcome to Davis High School…. "Home of the Darts"

Davis High School has had a tradition of excellence for over 100 years now. The first school established in Davis County has served the community well by helping to produce prominent political, entertainment and business leaders. We are dedicated to "Defending the Tradition – While Leaving a Positive Legacy."

Davis High School Bell Schedule

Regular Schedule	
1st/ 5th	7:30 - 8:58
2nd/ 6th	9:04 - 10-32
3rd/ 7th	10:38 - 12:06
LUNCH	12:06 – 12:46
4th/ 8th	12:52 – 2:20

Tuesday Late Start Schedule	
1st / 5th	8:30 - 9:45
2nd / 6th	9:51 - 11:06
3rd – 7th	11:12 - 12:27
LUNCH	12:27 - 12:59
4th / 8th	1:05 – 2:20

Wednesday Home Room/ Tutorial	
1st / 5th	7:30 – 8:44
2nd/ 6th	8:50 -10:04
Home Room	10:10 – 10:25
Tutorial	10:30 – 11:00
3rd / 7th	11:06 – 12:20
LUNCH	12:20 – 1:00
4th / 8th	1:06 – 2:20

***Home Room is ALWAYS 2nd Period**

Double Assembly Schedule	
1st / 5th	7:30 - 8:42
1st Assembly	8:48 - 9:38
2nd / 6th	9:44 - 10:58
2nd / 6th	8:48 - 10:00
2nd Assembly	10:08 - 10:58
3rd / 7th	11:04 - 12:18
LUNCH	12:18 - 1:03
4th / 8th	1:08 - 2:20

***Assembly attendance is determined by the location of the 2nd or 6th period class**

ADMINISTRATION:
Dr. Gregory Wilkey Principal 801-402-8800
Mark Jolley Assistant Principal 801-402-8800
Amanda Taggart Assistant Principal 801-402-8800
Jeff Williams Assistant Principal 801-402-8800
Mitch Arquette Athletic Director 801-402-8880
Kellie Wilko Head Secretary 801-402-8804
Leslie Gale Secretary 801-402-8808
Janeen Steab Secretary 801-402-8812
Wendi Pehrson Secretary 801-402-8824
Carol Stephens Secretary 801-402-8870
Marsha Morgan Secretary (Attendance) 801-402-8806
SRO Detective Cade Bradshaw 801-402-8836
Blake Petersen Head Custodian 801-402-8872

Counselors: Alphabet
Truman Carver (A-Ch) 801-402-8830
Lisa Wadley (Ci-Gr) 801-402-8826
Robyn Lawson (Gs-Ko) 801-402-8815
Heather Baschuk (Kp-N)) 801-402-8827
Karl Hall (O-Sm) 801-402-8829
Chris Burrows (Sn-Z) 801-402-8831
Jana Burton Registrar/Counseling Secretary 801-402-8821
Camille Barber Secretary (Citizenship) 801-402-8805
Teresa Sommer Secretary (Scholarships): 801-402-8965
CTE Coordinator: Camille Hogge 801-402-8832
CTE Secretary: Juanita Olsen 801-402-8814

Student Body Officers:
Emily Dent - President
Nate Barker - Vice President
Nick Evans - Vice President
Bailey Kohler - Vice President
Ben Merrill - Vice President
Winston Mi - Vice President
Jaime Perry - Vice President
Abby Swain - Vice President
Aiden Whitesides – Vice President
Greg Page - Dartman
Erik Gunn – SBO Advisor 801-402-8914

Senior Class Officers:
Wyatt Sanders – President
Alexandria Matthews – Vice President
Perry Sundstrom – Vice President
Lydia Wright – Vice President
Tracey Meade – Senior Class Advisor 801-402-88

Junior Class Officers:
Eliza Thaxton – President
Hannah Cutright – Vice President
Ty Hoagland – Vice President
Lindsey Regis – Vice President
Sam Scott – Vice President
Corine Barney – Junior Class Advisor 801-402-8868

Sophomore Class Officers:
Bryndee Maxfield - President
Ruby Jane Hollingsworth – Vice President
Oceana Jones – Vice President
Jake Stewart – Vice President
Carla Money – Sophomore Class Advisor 801-402-8937

DAVIS HIGH SCHOOL MISSION STATEMENT
In partnership with parents and community, Davis High School will foster educational excellence in a safe and nurturing environment where all students will be empowered to acquire the skills, knowledge, values, and the commitment to lifelong learning necessary to contribute and adapt in a diverse and changing world.

SCHOOL PURPOSE
The purpose of Davis High School is to promote the mission of "learning first" for all. To accomplish our purpose we support a quality learning environment by establishing expectations and providing programs that challenge our students through rigorous courses such as AP, Concurrent Enrollment, Early College, and Honors level. We support and encourage our students to access a rigorous curriculum while also providing robust instruction and appropriate learning benchmarks for all levels and for all students. Our goal is to provide our students with the skills to successfully transition to any post-high school opportunity.

SIX PILLARS OF DAVIS SCHOOL DISTRICT
- Student Growth & Achievement
- Empowered Employees
- Parent & Community Connections
- Fiscal Responsibility
- Safety & Security
- Culture

DAVIS HIGH CHARACTER STANDARDS / HONOR CODE
All students at Davis High will perform in a highly ethical and honest manner in all areas of their involvement at school. Students are expected to do their own work to the best of their ability. Some examples of unethical or dishonest behavior would include, but are not limited to, plagiarism, copying other student's assignments or allowing others to copy their assignments, using any electronic device to get unauthorized answers, or doing anything that would be considered dishonest in their work and dealings with teachers and classmates. Teachers and administrators will deal with students who violate this standard in a fair and appropriate manner. Consequences may include, but are not limited to, calling home to inform parents, getting a zero on the assignment or

test, receiving a U for the term from the teacher, receiving an administrative U, and/or getting suspended. The faculty and staff of Davis High are united in the belief that all students should practice ethical and honest behavior.

GRADUATION REQUIREMENTS

The Davis School Board of Education has set this requirement for the four-period rotating block to 27 units of credit. In order to "walk" at the graduation ceremony a student must be enrolled in at least 4 classes during the last semester of their senior year, and need to clear all "U's" and pay all fines and fees. **Participation in the graduation ceremony is a privilege not a right. If you do not have 35 citizenship credits and 27 academic credits you will not receive a Davis High School Diploma**. If at the beginning of the next school year these have not been made up you can receive a 24 credit Davis School District Diploma Adult Ed. Diploma only.

CITIZENSHIP REQUIREMENTS FOR GRADUATION

Davis School District requires each student to have 35 credits in Citizenship. All unsatisfactory grades in citizenship must be made up in order to graduate as well as participate in extra-curricular activities.

ACADEMIC RECOGNITION

Students at Davis High School have a long-standing tradition of academic excellence and will continue to be honored for their scholastic endeavors during the coming year. Students may graduate with High Honors or Honors based on the following criteria:

HIGH HONORS RECOGNITION

1. Have a Cumulative GPA of 3.8 or better at the end of the third term. (9-12)
2. Be enrolled in a minimum of 7 classes each year of high school (including college classes).
3. Complete at least three credits from two curricular areas from the following classes: AP English, English 11 Honors, English 10 Honors, CE English, AP American History, AP European History, AP Physics, AP Chemistry, CE Chemistry, AP Biology, AP Art History, Intermediate Algebra Honors, AP Economics, French 5, Spanish 5, American Sign Language2, Mandarin Chinese 3, Pre-Calculus Honors, CE Math, AP Calculus, AP American Government, AP Comparative Government, AP Psychology, AP Statistics, AP Studio Art.
4. Meet regular graduation requirements for DHS.

Note: Appeals may be made to the Academic Appeal Committee.

HONORS RECOGNITION

1. Have a cumulative GPA of 3.70 or better at the end of the third term.
2. Be enrolled for classes each year of high school.
3. Meet regular graduation requirements for DHS.

DISTRICT POLICIES

EQUAL EDUCATIONAL AND EMPLOYMENT OPPORTUNITY

It is the policy of the Davis School District and Davis High to provide equal educational and employment opportunity for all individuals. Therefore, the District and Davis High 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 other youth groups. This policy extends to all aspects of the District's and Davis High educational programs, as well as to the use of all District facilities, and participation in all District-sponsored activities.

CIVIL RIGHTS COMPLAINT PROCEDURE

Complaints of discrimination should be filed with the individual's principal or supervisor and/or with the District Compliance Officer according to the provisions of the Davis School District Civil Rights Grievance Procedure, copies of which are available at each school. If the complaint is against the principal or supervisor, the complaint may be filed directly with the District Compliance Officer. Discrimination complaints should be reported as soon as possible, but no later than 90 days after the incident(s) in order to be effectively investigated and resolved.

The individuals who have been designated to monitor and coordinate the District's compliance with Title IX, Section 504 of the Rehabilitation Act, the Americans with Disabilities Act, and all other applicable State and Federal civil rights laws, may be reached at the following address and telephone numbers:

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

Midori Clough, **District** 504 Coordinator
Section 504 (Student Issues) Coordinator
Davis School District
70 East 100 North, P.O. Box 588
Farmington, Utah 84025
tel: (801) 402-5180
mclough@dsdmail.net

Bernardo Villar, Director of Equity
Title IX Compliance Coordinator
Race, Color, National Origin, Religion, or Gender in other than Athletic Programs
Davis School District
70 East 100 North, P.O. Box 588
Farmington, Utah 84025
tel: (801) 402-5319
bvillar@dsdmail.net

Tim Best, Healthy Lifestyles Coordinator
Title IX Compliance Coordinator
Gender Based Discrimination in Athletic Programs
Davis School District
20 North Main Street, P.O. Box 588
Farmington, Utah 84025
tel: (801) 402-7850
tbest@dsdmail.net

Scott Zigich, Director of Risk Management
Physical Facilities Compliance Coordinator
Davis School District
20 North Main Street, P.O. Box 588
Farmington, Utah 84025
tel: (801) 402-5307
szigich@dsdmail.net
TDD (hearing impaired): (801) 402-5358

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 Davis High will provide reasonable accommodations to qualified individuals with disabilities. Students, parents, or employees needing accommodations should contact their school ADA/504 Coordinator, Davis High, their principal or supervisor. Or you may contact the District ADA Coordinator, Steve Baker (402-5315), for parent or employee accommodations; or 504 Coordinator, Midori Clough (402-5180) for student accommodations. (TDD hearing impaired 402-5358)

SAFE & ORDERLY SCHOOLS
It is the policy of the Davis School District and Davis High 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 Department of Student Services 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 record.

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, 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 Case Management Team determines on a case-by-case basis, that a lesser penalty would be more appropriate. The terms a weapon, an explosive, and a noxious or flammable material include 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, sells, or arranges the sale of real, look-alike, or pretend illegal drugs or controlled substances, including alcohol, tobacco in any form, and electronic cigarettes may be suspended, transferred to an alternative placement, tested for drugs, expelled, referred for police investigation, and/or prosecuted.

SERIOUS VIOLATIONS
Students 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 persons 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, harassment, hazing, rape, trespass, arson, theft, and vandalism, possession or use of pornographic material 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
Students may be suspended, transferred to an alternative placement, expelled, referred for police investigation, and/or prosecuted for any school-related 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. Animals of any type are prohibited except approved service animals.

DUE PROCESS
When a student is suspected of violating Davis High 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 or guardian that: 1) the student has been suspended; 2) the grounds for the suspension; 3) the period of time for which the student is suspended; and 4) the time and place for the parent or guardian to meet with a designated school official to review the suspension.

AUTHORITY TO SUSPEND OR EXPEL
The school administrator 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.

HALL PASSES

Each teacher has a hall pass to allow a student to be in the hall during class. Any student out of class without a hall pass will be considered truant. One student may use the hall pass at a time.

HARASSMENT/HAZING/BULLYING

Students may be suspended, transferred to an alternative placement, expelled, referred for police investigation, and/or prosecuted for engaging in any physical or verbal aggression, intimidation, initiation, or discrimination of any school employee or student at school or school-related activity regardless of location or circumstance, including but not limited to bullying, hazing, or sexual, racial, ethnic, religious, or disability-related harassment.

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 rule.

Students have no right or expectation of privacy in school lockers. School lockers are the sole property of the Davis School District and Davis High. Periodic general inspections of 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, marching band, 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.

COMPULSORY EDUCATION REQUIREMENTS

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 in a public or established private school during the school year 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.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

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 children's education records. These rights are:

1) Parents have the right to inspect and review all of their student's education records maintained by the school within 45 days of a request for access.

2) Parents have the right to request that a school correct 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.
3) Generally, the school must have written permission from the parent before releasing any information from a student's record. However, the law allows schools to disclose records, without consent, to some parties. Such exceptions include, but are not limited to: school officials with legitimate educational interests; other schools that have requested the records and in which the student seeks or intends to enroll or where student is already attending; individuals who have obtained court orders or subpoenas; persons who need to know in cases of health and safety emergencies; juvenile justice system; etc.
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 Davis 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.

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 submit to a survey that concerns one or more of the following protected areas:

[a] Political affiliations or beliefs of the student or student's parent;
[b] Mental or psychological problems of the student or student's family;
[c] Sexual behavior, orientation or attitudes;
[d] Illegal, anti-social, self-incriminating, or demeaning behavior;
[e] Critical appraisals of others with whom respondents have close family relationships;
[f] Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
[g] Religious practices, affiliations, or beliefs of the student or parents; 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. Davis High 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
(202) 260-3887

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

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 schools official neutrality regarding sectarian religious issues according to the constitutional principle of separation between church and state.

MEAL CHARGES IN SCHOOLS

The purpose of these procedures is to establish consistent meal charging and collection procedures districtwide. 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.

DAVIS HIGH SCHOOL EXPECTATIONS, POLICIES AND CODE OF CONDUCT

Davis High School has been building a tradition of excellence since 1914. As a student of Davis High School you are asked to contribute to this tradition by living up to the expectations, policies and our code of conduct that is presented in this handbook. A student at Davis High School is asked to:

1. Accept responsibility for your education, decisions, words and actions.
2. Act in a way that best represents your school, parents, community and self to promote a safe, healthy environment in which to learn.
3. Be involved in school activities.
4. Respect your fellow students and support their activities with enthusiasm and good sportsmanship. Avoidance of profanity in speech and in cheers is a firm expectation.

CLASSROOM BEHAVIOR

Davis High School has high expectations in the classroom and your attitude and behavior should contribute to an environment of learning. Specifically, we expect that you will:

1. Arrive to class on time.
2. Be prepared for class, with all materials necessary, each day.
3. Show respect and consideration for others in the learning environment.
4. Demonstrate care and consideration for school property and the property of others.

You are expected to observe the rules and procedures that have been established by each teacher for their classroom and respond promptly to the direction of your teacher or be subject to due process.

TRUANCY

Davis High School Truancy Policy

- Parents will receive a copy of the truancy citations via email, for every citation.
- Paper citations will be delivered to student, in class.

1st- No fine, Warning
2nd- $10.00 fine
3rd- $15.00 fine- Call parents/guardians to inform them of truancy.
4th- $20.00 fine- Refer student to LCMT, counselors will meet with student.
5th- $25.00 fine- Refer student to LCMT, counselors will meet with student.
6th/7th - $25.00 fine- Refer student to administration. Administration will make contact with parents.
8th- $25.00 fine- Refer student to administration, mandatory parent meeting
9th/10th- $25.00 fine- Refer student to administration, parent meeting, and referral to youth court.
11+- $25.00 fine- Refer student to administration, refer student for truancy mediation, and parent meeting

ATTENDANCE

Davis High School, Davis School District and Utah State Law requires that students attend regularly and that parents bear considerable responsibility in helping to ensure that students are in school when they are required to be there. The guidelines for student attendance at Davis are as follows:

1. All absences must be verified within three days upon the student’s return to school.

2. Students/ Parents are responsible for ensuring that all absences are verified through the Attendance Office. A telephone call **WILL NOT** clear an absence. Clearing an absence may be accomplished in one of five ways:

(1) Parent may clear an absence through myDSD **within 3 days** of the unexcused absence**. (Preferred Method)**

(2) Reply back from the email that has been sent from the district

(3) E-mailing the Attendance Secretary at dhsattendance@dsdmail.net

(4) Having a parent or guardian come to the Attendance Office in person

(5) **IF THE INTERNET IS UNAVAILABLE** you may bring in a note with a phone number verification, students first and last name, student number, grade and reason for absence.

You are still able to check your student out by phone during class time only Otherwise use the methods described above to clear absences.

3. Absences that may be verified by a parent include: family emergency, illness, medical appointment or a funeral. In all four cases, the following information must be provided: the exact dates and periods the student was absent, the reason for the absence, and a phone number where the parent or guardian come may be reached should a question arise or further verification is necessary. Parents or guardians may contact the Attendance Office at 801-402-8806 during regular office hours (7:00 A.M. to 2:30 P.M., Monday through Friday).

4. School-excused absences are recorded and are considered part of the educational process. All school-excused absences must be authorized in advance. Students will be allowed to make up missed work for parent verified absences, and school excused absences, without losing points, if the work is made up in a reasonable amount of time. Each teacher will determine what that time is for his or her class, as explained in their disclosure. Teachers are not required to allow a student to make-up work or a test if the student has been truant from their class and the teacher may choose not to allow make-up work for an absence that is not verified by a parent or legal guardian.

5. Students are considered absent if they are late to class by more than twenty minutes or are not making an honest effort to get to class on time.

6. Students who are less than 20 minutes late for 1st or 5th periods should report directly to class. Students who arrive later than twenty minutes for 1st or 5th period need to report to the attendance office before reporting to class. These students will need verification from a parent or guardian explaining the absence.

7. Students who leave school before the end of the day are required to check out through the Attendance Office by bringing a note from the parent to show their teachers and then turning the note in to the attendance office to check-out. This may be done with parent or guardian permission only. Students who leave school or class without permission may be considered truant.

8. If a student has been marked absent incorrectly, they need to check with the attendance office to determine the class period it was in, and then talk to the teacher who marked them absent to correct the absence.

9. Three or more unexcused absences qualify a student for a “U” citizenship grade, as does being tardy four or more times.

10. Attendance at advisories/tutorials is required; more than two unexcused absences in advisory/tutorial will result in an F grade being given.

TARDY POLICY

Being late to class is not only discourteous but can be disruptive and detrimental to the learning process. Each teacher will disclose their tardy policy for their classes. Four occasions of being late is considered excessive and a “U” may be given, if not made up before the end of the grading period.

PARENT NOTIFICATION

Parents or guardians will be notified of student’s absences by:

1. A recorded phone message from the school and /or email.
2. An attendance report at mid-term and on report cards.
3. Parents may call the Attendance Office during regular business hours at 801-402-8806.
4. Parents may access student attendance information on the internet through the Davis District Home Page and the Student Information Connection. Go to davis.k12.ut.us.school, Davis High.
5. Utah Code R277-607-4 States parents have the right to appeal Truancy notifications through the high school. Parents wanting to contest a truancy shall contact the school truancy tracker to explain the circumstances. Cases are handled individually as situations differ with each student. School Administration and/or the Local Case Management Team (LCMT) will adjudicate when needed.

COMPUTER INFORMATION ACCESS

Davis High parents are able to make additional contact with the school through any carrier’s computer networking service. You may find access through the Davis School District Home Page at www.davis.k12.ut.us Click on the Student Information System, give the student number, get a pin number and follow the steps outlined. Please call the school counseling department at 801-402-8807if you have questions or problems with this procedure.

ACADEMIC GRADES

Grades are awarded on a quarterly basis, earning .25 credits toward graduation. Although grades are issued on a quarter bases, course curriculum should be planned on a semester basis. Students will not be allowed to transfer classes at the quarter without consultation with the teacher, counselor and administration. Students are allowed to change their schedules at the beginning of the school year during registration and at the end of the first semester. A $10 class change fee will be assessed for changes by request (no charges will be made for school mandated changes). Standards for academic grades should be high yet attainable. High academic success requires regular attendance. It is recommended that teachers hold students accountable for absenteeism by utilizing a class policy that only allows make-up for excused or verified absences. Teachers do not have to allow a student to make up work missed due to an unexcused absence. Illness, family emergencies, and extenuating circumstances are considered acceptable reasons for missing school and teachers should allow a student to make-up worked missed due to these reasons. All school work will also be allowed to be made up due to school excused absences. The teacher will notify a parent/legal guardian by phone call, in person, by mail, or by email before giving an F Grade. Students may not be allowed to make up work due to truancy.

CITIZENSHIP GRADE

Graduation requirements in the Davis School District include satisfactory citizenship and adherence to the rules and policies of Davis High school. Failure to earn the required 35 citizenship credits will result in with holding the graduation diploma and participation in the commencement exercise. For graduation a student is required to earn citizenship credit in grades 9 through 12, .25 units of citizenship credit in each class for each term can be earned, for a total of 35 Citizenship Credits.

ADMINISTRATIVE U

One citizenship credit is given per year (.25 per term) to cover the school period before, during, and after school, and at all school sponsored activities. This credit may be withheld by the administration for unsatisfactory citizenship behavior; some examples of this behavior are as follows: fighting, hazing, theft, possession of controlled substances, truancy, excessive tardiness and failure to meet release time and other off campus commitments, etc. Citizenship grades will be determined each term by the teacher. Such factors as school and class behavior, attendance, and punctuality, are used to determine a student's citizenship grade. Expectations set forth in a teacher's course disclosure will be used to determine grades and credit. It is the responsibility of the student to adhere to the citizenship policy and to teacher expectations. A "U" grade remains on the permanent record, but credit can be restored through proper citizenship make-up.

BUILDING EVACUATION/FIRE DRILLS

Schools are required by law to conduct regular fire drills and other drills such as a lockdown or earthquake drill. An exit procedure for such drills exists and instructions posted in each classroom regarding the route and procedure to exit the building safely. Evacuation must take place quickly and as orderly as possible. Students are to remain at least 100 feet outside all buildings until instructed by a school authority to return to class.

CITIZENSHIP MAKE-UP CREDIT

Citizenship make-up credit is available by doing one of the following for each U:

1. Three hour study hall, plus a $15.00 fine.
2. Make-up through the teacher PRIOR to the grading period ending.
3. Four hours of service rendered at Davis High only, plus $5.00. This can be done with a teacher or staff member.
4. Attend Advisory/Tutorial every time in a term, the only exception is for school excused absence, plus $5.00.
5. Increase in GPA of .5 from one term to the next, plus $5.00.
6. Perfect attendance, this means no unexcused absences or tardiness, for the following term in the class where the U was given, plus $5.00.
7. The student will earn an H for the citizenship grade for the following term in the class where the U was given, plus $5.00.
8. Other approved service activities, by Mrs. Barber such as: Alive @ 25 classes, blood drives, white ribbon week booths, etc.

CAFETERIA / COMMONS

Students using the cafeteria are expected to behave properly. Throwing food, crowding in lines, leaving trays, not picking up their trash, or other inappropriate behavior will result in disciplinary action. All food needs to remain in the cafeteria, main hall or outside. Food is NOT permitted in the upstairs areas or in any of the classroom pods.

ASSEMBLY POLICY

All students are expected to attend the assemblies at Davis High School. Students who attempt to leave campus without properly checking out through the Attendance Office will be considered truant. Students are expected to go directly to the assembly and to return to class immediately at the conclusion of the assembly.

STUDENT ID/ACTIVITY CARD

All students are given an ID/activity card at the beginning of the year. Students are required to wear the student ID/activity card on a lanyard around the neck at all times during the school day. Repeated failure to have a visible student ID card on a lanyard around the neck at all times in the building may result in an administrative U. Students are also required to show their activity card to be admitted free into all REGION 1 games at Davis High. Students will be charged a student fee for non-region games and away games. Students must also show their activity card to use any of the school computers.

MEDIA CENTER GUIDELINES

1. The Media Center is open from 7:00 a.m. to 3:00 p.m.
2. NO food or drink allowed.
3. Books are checked out for 2 weeks. Limit five books per student (fine: 25 cents/day).
4. Computer access is available with student I.D. card.
5. A student may lose the privilege of using the Media Center for misbehavior in the Media Center. This privilege can be taken away for a period, day, week, or term as determined by the Media Center Coordinator and or an Administrator.

CLASS CHANGES

Students have been assigned to classes based on their requests and where space is available. Changes will be limited to the following:

1. Schedule will be adjusted when the student does not have a full schedule or when the school has made an error for no charge.
2. Changes will be based upon the CCR and will require approval and review of the counselor and a parent.
3. If there are any class changes between the 3rd week of the Semester and Midterm the only class to be taken is Home Release. There will be NO class changes after midterm.
4. Changes to 2nd Semester schedules before the Winter Recess will be done for no charge. After Winter Recess will be a $10.00 fee.

CELL PHONES / HEAD PHONES / GAMING DEVICES / UNAUTHORIZED ELECTRONIC DEVICES

To prevent interruption of valuable class time, student cell phones, or any electronic device may not be used in the classroom. They need to be turned off. If a teacher has to confiscate the phone, or any electronic device, it may be given to an administrator and a parent or guardian will be contacted. Consequences:

1st Offense: Teacher may return it at the end of the class period or send it to the office
2nd Offense: Phone or Device will be sent to the office for an administrator conference
3rd Offense: Phone or Device will be held until a Parent/ Guardian picks it up.
4th Offense: Student will be suspended

DRESS CODE

School dress standards should be followed whenever attending any school activity. Anything that is disruptive to the normal operation of school or school activity, or any dress or grooming that may considered extreme is not permitted. These dress standards also apply at all school-sponsored activities. Students that repeatedly violate the dress code may be suspended. This policy will be enforced at all school dances whether on or off-campus. Students not in compliance will not be admitted to these events. These standards are;

1. Students must be fully clothed.
2. Students must wear shoes.
3. Clothing that exposes BARE MIDRIFFS, BUTTOCKS, OR UNDERGARMENTS ARE NOT ALLOWED. Tank tops, spaghetti-strapped blouses and clothing that is low cut and overly revealing is not allowed. Pants, shorts and skirts must be worn at the waist. The length of a skirt, dress or shorts cannot be shorter than 6 inches above the knee.
4. Clothing containing obscene or suggestive words or pictures, including references to sex, tobacco, drugs, or alcohol may not be worn at school.
5. Sagging or slovenly appearance of clothing is not allowed.
6. Students will be allowed to wear hats on campus provided they are not offensive nor do they advertise or promote an activity that is illegal. Teachers still maintain the right to have students remove their hats in their classroom. If a hat becomes a distraction due to its extreme size or design students may be asked to remove them
7. Clothing attachments which could be considered dangerous or could be used as a weapon, i.e. spikes chains, wristbands, etc. will not be allowed.
8. Exaggerated cosmetics and body paint is prohibited.
9. Hair, including facial hair shall be kept neat and clean. Hair that is considered a distraction, which is painted, sprayed or dyed unnatural colors and all hairstyles such as spikes, Mohawks or horns are prohibited.
10. Jewelry: Students may wear pierced earrings. However, any other type of body or facial piercing which is visible is prohibited.
11. The administration reserves the right to send a student home to change, or to confiscate the item, if they deem that the student's attire is inappropriate or repeatedly non-compliant.

SCHOOL DANCE POLICY

The following policies are designed to promote an environment in which all students and adults feel safe and comfortable. Enforcement of the dress and dance guideline is at the discretion of the Davis High School staff and administration. Students and/or their

guests in violation of the Davis High School Dance Guidelines may be immediately removed from the dance, have their parents called, and will be prohibited from attending future dances!

General Guidelines
1. Students are not permitted to leave the dance and return. Doors may be opened under the supervision of a chaperone to promote air circulation.
2. Davis High School administration has the right to search any handbags, book bags, or large parcels. Students are encouraged NOT to bring these items to a dance.
3. NO outside containers, drinks, bottles, cans.
4. School rules apply at all dances. Student picture ID is required to be admitted to a dance.
5. School authorities maintain the right to prohibit music that is not consistent with the mission of the District.
6. Tickets will be sold in advance of the dance. Tickets will NOT be sold at the door.
7. Students must present their ticket to gain entrance into the dance.
8. Students will be sent home for inappropriate dancing or behavior.
9. The school is not responsible for articles lost or stolen at a dance.
10. Any student who engages in fighting, harassment, or other disruptive behavior shall be immediately dealt with accordingly by the administration on duty. Ticket price will NOT be refunded if a student is asked to leave the dance.
11. All students and guests must have valid picture ID to be admitted to the dance.
12. Students are admitted as couples, at least one of the students in the couple needs to be from Davis High School.
13. Students bringing a guest from another school must fill out a guest contract and return it to the administration no later than the Thursday before the dance. Davis HS administration will make final determination regarding guest attendance at any school dance.
14. If inappropriate dancing continues after one warning, the lights will be turned on and/or music changed as a collective warning for everyone.
15. Shoes must always be worn.

Student Responsibility:
All Dance participants are expected to follow the policy as described. Any that exhibit any of the following behaviors may be escorted out of the dance. Behaviors deemed inappropriate are but are not limited to;
1-Violation of school safety regulations regarding fighting or the use of any illegal substances,
2-Vulgar, seductive, or inappropriate movements; “freaking”, freak dancing, grinding, twerking, slamming (slamming is defined as students violently pushing or shoving others) crowd surfing, passing students overhead or through the crowd, moshing, dancing in a “mosh pit”, running through or around the dance area, etc.

Time of Dances:
Dances begin at 7:00 PM and end at 10:00 PM, (Occasionally a dance start time may change with prior administrative approval) Unless previous permission has been obtained from the administration, students will not be admitted after 9:00 PM.

Dance Dress Code for Students:

-Shirts are to remain on and buttoned
- No Clothing that is extreme or slovenly (oversized, baggy, or torn jeans), jerseys or shirts with obscene or vulgar messages.
-No strapless dresses or dresses that are backless will be allowed.
-A shrug, shawl or jacket may be worn to make the dress compliant; HOWEVER, they must be left on at all times- for pictures and in the dance.
-Skirt length may not be shorter than 6" above the middle of the knee cap.
-Slits in dresses must follow the same guidelines. The decision made by an administrator, resource officer, dance advisor, and/or adult chaperone must be adhered to or a student may be removed from the dance

Recommended attire for DHS Dances:
Formal Dances (Prom): Boy's: Tuxedos, Full Suits and ties; Girl's: Formal Prom or Ball Gowns
Semi-Formal Dances: Boy's: Shirts with collars, slacks, sports jackets, ties; Girl's: Dresses, not formal or ball gowns
Casual or Costume/Theme Dances: Attire is usually related with a theme or costume. If not, regular school dress is appropriate.

STUDENT ELIGIBILITY INFORMATION

1. Students wishing to participate in extracurricular activities, sports, assemblies and extended travel activities must clear all of their U's before participation. Advisors and Coaches will verify eligibility. Advisors of student body and class officers, cheerleaders and D'ettes will ensure that Davis High School constitutional requirements are met.
2. A student of Davis High School that wants to participate in all sports must have a minimum of a 2.0 GPA the preceding term, and cannot have more than one F the preceding term. A higher standard may be established by individual groups, please check with your advisor or coach. For purpose of eligibility I's count as an F until made up. An administrator may deem a student ineligible at any time for extreme behavior or attendance issues.
3. An eligibility list will be provided to advisors and coaches at the end of each term. It is the responsibility of the advisor or coach to verify eligibility status for each student.
4. Athletes that are competing under the umbrella of the Utah High School Activities Association are required to have a "Form A" physical examination before participating in any practice the first year at Davis High.
5. The established district participation fee must be paid before the first athletic event.
6. Students declared ineligible may appeal to the Davis High standards committee through their advisor or coach. This committee will consist of at least one administrator, one teacher, and the athletic director.

Student eligibility standards for all Davis High School extracurricular activities are subject to review by the administration and include compliance with all school rules. Attendance issues, smoking, drinking, drug use, poor behavior, insubordination or disrespect of coaches, advisors, teachers, and administrative personnel could result in suspension from extracurricular activities and may result in loss of eligibility.

FIGHTING

Students fighting or threatening to fight, on school grounds, traveling to and from school, or at any school sponsored activity may be suspended for two to ten school

days. In order to be reinstated in school, a parent conference is required. Repeat offenders may be expelled or excluded from school.

LOCKER INFORMATION
The locker belongs to the school. It must be kept clean both inside and out. No obscene or offensive material is allowed. Illegal substances or dangerous articles are not allowed in lockers or at school. School Authorities have the right to search any locker at any time with or without the student present and with or without student permission. Parents may have access to lockers as well. Police dogs may be used to search for illegal substances at school. Students will be required to pay for any damage to their locker and may lose the right to use a school locker if any of the above rules are violated.

FINES AND FEES
Fines and fees must be paid in order for the student to pick up his/her yearbook. Diplomas will not be given to graduating seniors until the next working day after graduation in the DHS office if fines are not paid. Additionally, official transcripts will not be sent for any student with outstanding fines or fees.

PARKING
Parking permits may be purchased by seniors and juniors only. All vehicles parked on school property must be registered with the school and MUST ALWAYS DISPLAY a current permit. Cost of the parking permit is $5.00 each semester. Students will not be allowed to purchase a parking permit at the beginning of the school year or at the semester break if they have any outstanding U's, F's, fees or fines. Students must not park in restricted areas (faculty, visitor, fire lane, handicap, etc.) all numbered stalls are reserved for faculty and staff. Student vehicles parked inappropriately are subject to either a $15.00 parking fine, or $25 fine for parking in handicap and/or fire lane. Student vehicles in violation of the parking policy, along with repeat offenders, may be towed at owner expense. Any student that has accumulated 4 parking tickets may have their parking privileges revoked. Kaysville City ordinance also allows the Kaysville City Police to patrol our lot and may issue city tickets for any cars parked illegally.
Student parking is on a first come first serve basis and the purchase of a parking permit does not guarantee a parking place each day. It is first come first serve.
Any student that duplicates a parking pass or sells a parking pass to another student will lose the privilege of parking on campus, could be suspended from school, will be fined $25 and receive an administrative U.

PUBLIC DISPLAYS OF AFFECTION
Displays of affection, other than hand-holding will not be allowed in any part of the building at any time. A warning will be given and/or parents will be contacted if the offense happens during the school day. Students will be asked to leave the building if it occurs outside the school day.

TECHNOLOGY (Computer Labs)
Lab hours: open at 7:30 a.m. daily; some labs will be open during lunch.
Student ID cards are required to use all computer labs and lab passes are required during class hours. Internet contracts must be signed, and Lab fees are required as a part of registration. Internet access will be granted for specific assignments only and proof/validation of contract is necessary.

VISITORS
All visitors must check in at the front office. Any unauthorized person on our campus during school hours, before or after school, and during lunch, is subject to criminal trespass by the Kaysville City Police Department. Parents/Visitors may not attend class with students without administrative approval.

FACE MASKS
For the 2020 – 2021 school year all students will be expected to wear a face mask in most classroom situations and when entering the building. Failure to wear a face mask may result in a student missing time in class and/or an administrative U.