



# Kearns High School

5525 South Cougar Lane (4800 West)  
Kearns, Utah 84118  
(385) 646-5380

## STUDENT MANUAL

2019 - 2020

### **Principal**

Maile Loo

### **Assistant Principals**

Tysen Fausett

Brett Hansen

Jennifer Johnson

Scott Wooldridge



## TABLE OF CONTENTS

Administration	1
Counselors	1
Secretaries	1
School Personnel	2
Bell Schedule	2
Class Officers	3
PTSA Board	4
Phone Information	4
Our Mission, Beliefs, Values, and Goals	4
Board of Education	5
District Superintendents	5
Academic Graduation Requirements	5
Credits	6
Credit Recovery	6
School for Success	6
Citizenship Graduation Requirements	6-7
Community of Caring	7
Attendance Policy	8
Awards and Student Recognition	9-10
Clubs and Organizations	11
Policies and Procedures	11-13
Student Conduct Policies	13-15
Dress Code	15
Bullying Policy	16-17



Hello Students:

Welcome to Kearns High School. The 2019 - 2020 school year holds great promise to be the best year ever. Your administration, teachers, staff, and student body officers have been working hard to provide you with an excellent learning experience. The key to your growth is involvement, so get involved and participate! Share your talents and skills with our school. You can make Kearns High School a better place. As you achieve, so does Kearns High School. Let's make this a fantastic year!

## KEARNS HIGH SCHOOL 2019-2020 ADMINISTRATION

Principal	Maile Loo
Assistant Principal (9th Graders)	Jennifer Johnson
Assistant Principal (10th Graders)	Tysen Fausett
Assistant Principal (11th Graders)	Scott Wooldridge
Assistant Principal (12th Graders)	Brett Hansen

## COUNSELORS

*By student last name*

A – C	Fred Falcon (Department Chair)
D – HA	Cheri Jacobson
HE – LO	Tina Romney
LU – O	Keleni Mateaki
P – SH	LaFlora Fonua
SI – Z	Coty Moreno
Career Counselor	Uinalu Fonua

## SECRETARIES

Principal's Office	Jeri Maples
Finance	Erin Winkler
Finance Assistant	Julie Shorts
Attendance	LuAnn Schroeder
Main Office	Laurie Atkins
Registrar	Laura Purrington
Registrar Assistant	Melinda Berg
Media Center	Nancy Heckenliable
Career Center	Jessica Lokeni
Counseling Center	Janene Curtis
Counseling Center	Vanessa Martinez

## SCHOOL PERSONNEL

CTE Coordinator	Uinalu Fonua
Athletic Directors	Dave Ballard & Emily Williams
Student Body Advisor	Bob Ostberg
Media Specialist / LMETS / Computer Network Manager	Aimee Duran
Building Engineer	Albert Zwahlen
Cafeteria Manager	Christine Reiners
Police Officer	Officer Madison Mahoskey

## KEARNS HIGH SCHOOL BELL SCHEDULE

If 3rd Period is in the 100, 300 or RELO Rooms

If 3rd Period is in the 200, P.E. or Seminary Rooms

1st Lunch			2nd Lunch		
BEG	END		BEG	END	
<b>MONDAY - LATE START</b>			<b>MONDAY - LATE START</b>		
<b>PLC TIME</b>	<b>7:10 AM</b>	<b>8:25 AM</b>	<b>PLC TIME</b>	<b>7:10 AM</b>	<b>8:25 AM</b>
Warning Bell	8:25 AM		Warning Bell	8:25 AM	
1A or 1B	8:30 AM	9:42 AM	1A or 1B	8:30 AM	9:42 AM
2A or 2B	9:47 AM	11:01 AM	2A or 2B	9:47 AM	11:01 AM
<b>LUNCH</b>	<b>11:01 AM</b>	<b>11:36 AM</b>	3A or 3B	11:06 AM	12:18 PM
3A or 3B	11:41 AM	12:53 PM	<b>LUNCH</b>	<b>12:18 PM</b>	<b>12:53 PM</b>
4A or 4B	12:58 PM	2:10 PM	4A or 4B	12:58 PM	2:10 PM
<b>REGULAR SCHEDULE</b>			<b>REGULAR SCHEDULE</b>		
Warning Bell	7:25 AM		Warning Bell	7:25 AM	
1A or 1B	7:30 AM	8:56 AM	1A or 1B	7:30 AM	8:56 AM
2A or 2B	9:01 AM	10:33 AM	2A or 2B	9:01 AM	10:33 AM
<b>LUNCH</b>	<b>10:33 AM</b>	<b>11:08 AM</b>	3A or 3B	10:38 AM	12:04 PM
3A or 3B	11:13 AM	12:39 PM	<b>LUNCH</b>	<b>12:04 PM</b>	<b>12:39 PM</b>
4A or 4B	12:44 PM	2:10 PM	4A or 4B	12:44 PM	2:10 PM
<b>REGULAR AM ASSEMBLY SCHEDULE</b>			<b>REGULAR AM ASSEMBLY SCHEDULE</b>		
Warning Bell	7:25 AM		Warning Bell	7:25 AM	
1A or 1B	7:30 AM	8:40 AM	1A or 1B	7:30 AM	8:40 AM
<b>ASSEMBLY</b>	<b>8:45 AM</b>	<b>9:45 AM</b>	<b>ASSEMBLY</b>	<b>8:45 AM</b>	<b>9:45 AM</b>
2A or 2B	9:50 AM	11:05 AM	2A or 2B	9:50 AM	11:05 AM
<b>LUNCH</b>	<b>11:05 AM</b>	<b>11:40 AM</b>	3A or 3B	11:10 AM	12:20 PM
3A or 3B	11:45 AM	12:55 PM	<b>LUNCH</b>	<b>12:20 PM</b>	<b>12:55 PM</b>
4A or 4B	1:00 PM	2:10 PM	4A or 4B	1:00 PM	2:10 PM
<b>AM ASSEMBLY SCHEDULE/SPLIT (AUD or GYM)</b>			<b>AM ASSEMBLY SCHEDULE/SPLIT (AUD or GYM)</b>		
Warning Bell	7:25 AM		Warning Bell	7:25 AM	
1A or 1B	7:30 AM	8:57 AM	1A or 1B	7:30 AM	8:57 AM
2A or 2B	9:02 AM	10:09 AM	<b>ASSEMBLY</b>	<b>8:57 AM</b>	<b>9:57 AM</b>
<b>ASSEMBLY</b>	<b>10:09 AM</b>	<b>11:09 AM</b>	2A or 2B	10:02 AM	11:09 AM
<b>LUNCH</b>	<b>11:09 AM</b>	<b>11:44 AM</b>	3A or 3B	12:14 PM	12:22 PM
3A or 3B	11:49 AM	12:57 PM	<b>LUNCH</b>	<b>12:22 PM</b>	<b>12:57 PM</b>
4A or 4B	1:02 PM	2:10 PM	4A or 4B	1:02 PM	2:10 PM
<b>PM ASSEMBLY SCHEDULE - GYM</b>			<b>PM ASSEMBLY SCHEDULE - GYM</b>		
Warning Bell	7:25 AM		Warning Bell	7:25 AM	
1A or 1B	7:30 AM	8:40 AM	1A or 1B	7:30 AM	8:40 AM
2A or 2B	8:45 AM	10:00 AM	2A or 2B	8:45 AM	10:00 AM
<b>LUNCH</b>	<b>10:00 AM</b>	<b>10:35 AM</b>	3A or 3B	10:05 AM	11:15 AM
3A or 3B	10:40 AM	11:50 AM	<b>LUNCH</b>	<b>11:15 AM</b>	<b>11:50 AM</b>
4A or 4B	11:55 AM	1:05 PM	4A or 4B	11:55 AM	1:05 PM
<b>ASSEMBLY</b>	<b>1:10 PM</b>	<b>2:10 PM</b>	<b>ASSEMBLY</b>	<b>1:10 PM</b>	<b>2:10 PM</b>



**STUDENT BODY OFFICERS**

President	Breanna Bartunek
Vice President	Tucson Va'enuku
Cultural Affairs Vice-President	Jorge Peralta
Chief Publicist	Holly Biesinger
Secretary	Bradley Gardner
Historian	Melipa Adams
Activities Chairperson	Talitha Garrison
Head Cheer	

**SENIOR CLASS OFFICERS**

President	Nicholas Lopatriello
Vice President	Karla Vazquez
Secretary	Jade Sutera
Historian	Elenoa Felila
Diversity Representative	Citali Cardinas
Activities Chairperson	Justin Williams
SAC Officer	Megan Seewer
SAC Officer	Gabe Matua

**JUNIOR CLASS OFFICERS**

President	Faria Moises
Vice President	Danyelle Hastings
Secretary	Amanda Jones
Historian	Alissa Parkin
Diversity Representative	Valeria Medrano
Activities Chairperson	Lisa Vu
Senate	Susana Lemus
Senate	Tiffany Do
SAC Officer	Alexa Martinez
SAC Officer	Ashley Vargas

**SOPHOMORE CLASS OFFICERS**

President	Tatiana Galvin
Vice President	Ashton Rockwell
Secretary	Andrea Srdic
Historian	Taeya Garcia
Diversity Representative	YexAri Landu Luna
Activities Chairperson	Ashlyn Cleveland
Senate	Ella Martin
Senate	Sirena Gonzalez
SAC Officer	Lacey Mortensen

**FRESHMAN CLASS OFFICERS**

	Taya Thammauog
	Abigail Tello
	Victoria Leha
	Jaidean Solomona
	Melany Flores
	Solomona Fonuti
	Irie Matua
	April Farnsworth

**KEARNS HIGH PTSA BOARD**

President	Alysia Humphreys
Administrative Representative	Maile Loo
Teacher Representative	TBA
Student Representatives	TBA

**SCHOOL PHONE NUMBERS**

Main Office	(385) 646-5380
Attendance Office	(385) 646-5383
Counseling Center	(385) 646-5381
Career Center	(385) 646-5387
Registrar	(385) 646-4175



**Kearns High School**

**OUR MISSION**

Kearns High School students are responsible for developing proficiency in the Utah Core Standards. Through collaboration with staff and ongoing assessment, our students will leave Kearns High School successfully prepared for college and career.

**OUR BELIEFS**

Kearns High graduates will:

**Be Responsible Citizens:** who are responsible for their own actions and express compassion, concern and caring through service to help improve the quality of life for themselves and others.

**Have Necessary Skills for Success:** exhibiting knowledge in the core subjects, confidence, a positive work ethic, effective communication and problem-solving skills.

**Be Lifelong Learners:** demonstrating courage to follow their dreams by setting clear goals to help discover job in learning.

**OUR VALUES**

Six values that Kearns High students strive to develop are:

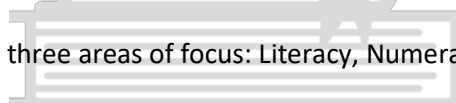
- Commitment
- Optimism
- Understanding
- Growth
- Achievement
- Respect



**OUR GOALS**

(DESIRED RESULTS FOR STUDENT LEARNING)

Kearns High has adopted three areas of focus: Literacy, Numeracy, and School Climate



**GRANITE SCHOOL DISTRICT BOARD OF EDUCATION**

President	Terry Bawden, Precinct V
Vice President	Connie Anderson, Precinct II
Member	Nicole McDermott, Precinct IV
Member	Gayleen Gandy, Precinct VII
Member	Connie Burgess, Precinct III
Member	Karyn Winder, Precinct VI
Member	Todd Zenger, Precinct I

**GRANITE SCHOOL DISTRICT SUPERINTENDENTS**

Superintendent	Dr. Martin Bates
Business Administrator	Mr. David Garrett
Assistant Superintendent, School Accountability Services	Mr. John Welburn
Assistant Superintendent, Educator Support & Development Services	Mr. Rick Anthony
Assistant Superintendent, Teaching & Learning	Ms. Linda Mariotti
Assistant Superintendent, Support Services	Mr. Don Adams

**ACADEMIC GRADUATION REQUIREMENTS**

Successful completion of 27 academic units in grades 9, 10, 11, & 12:	
English	4 Units
Mathematics	3 Units
Science	3 Units
The Arts	1 ½ Units
Physical Education	1 ½ Units
Social Studies	3 ½ Units
Health	½ Unit
Financial Literacy	½ Unit
Digital Literacy	½ Unit
Career & Technical Education	1 Unit
Elective Units	8 Units
<b>Total</b>	<b>27 Units</b>

**Failed Classes**

Due to increased graduation requirements, great care should be taken to avoid failure of required classes. Any failure must be made up and credit received. Makeup credit must be pre-approved by the student's counselor.

**Limitations on Credit**

A student may not receive credit for a repeat of a class for which credit has already been received. Students cannot receive credit in any course with lower proficiency requirements than a course in the same area for which credit has already been received. A limit of one unit of credit for service as an aide or for similar duties can be earned during high school. Related work-based credit is limited. Students should direct questions about credit to their counselors. Counselors meet with students on a quarterly basis to review graduation status and career development plans. Appeals must be made to the Graduation Committee through the student's counselor. This committee's decision is final! Students may not make up a failing class during the term it is being failed.

**Credit Recovery after Failing a Class**

Credit Recovery is a program designed to assist students needing to make up (recover) high school graduation credit. After meeting with a counselor and receiving a written referral for credit recovery, students will pay the Credit Recovery Fee to the Bookkeeper and then go to the Career Center to register for course that they need to make up. Credit will be made up in quarter (.25) increments. Students must then pass a quarterly competency test at the end of each course to earn credit. Testing will be administered in the Career Center. Our Credit Recovery program operates from 2:30 p.m. until 3:30 p.m. on Tuesday, Wednesday, and Thursday. Only one unit can be applied towards a 27-credit diploma. Credit recovery stops three weeks before the last day of school.

**CITIZENSHIP GRADUATION REQUIREMENTS**

**I. General information and requirements for citizenship in Granite School District**

A. Satisfactory citizenship is a graduation requirement in Granite School District. This includes behavior, attendance, punctuality and adherence to the rules and policies of the school. Students will be required to earn a 2.0 cumulative Citizenship Point Average (CPA) on a 4.0-point scale in grades 9 - 12. In addition to academic grades, the following citizenship grades will be awarded:

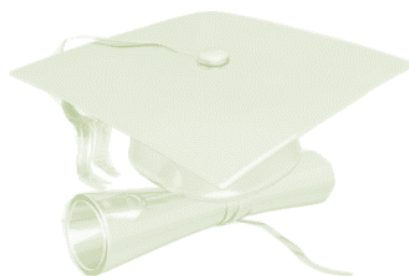
4 – Honor	3 – Good	2 – Satisfactory	1 – Poor	0 – Failure
-----------	----------	------------------	----------	-------------

**Transfer students will be required to maintain a 2.0 CPA to meet graduation requirements from the time they enroll in Granite School District.**

B. High school students who do not achieve the required 2.0 CPA will not graduate. Citizenship makeup is provided during the school year and during the summer. Students should see their counselor for more information.

**II. Citizenship Determination**

Classroom behavior should reflect the values of a caring community. Behavior should also be appropriate and consistent with each teacher's expectations. The expectations will be described in the "Disclosure Statement" received from each teacher. Teachers will be encouraged to provide options for students to improve citizenship during the term being graded.





The following are the standards for behavior, attendance, truancy, and tardiness:

- A. Behavior: An uncorrected series of negative behaviors or one serious incident could result in a "0" citizenship.
- B. Granite School District Attendance Policy: All children of legal school age residing within the boundaries of the Granite School District shall be required to be in regular School attendance in accordance with the compulsory attendance laws of the State of Utah, (Section 53-24-1 through Section 53-24-9, Utah Code, Annotated 1965). Students must be in regular attendance to understand and successfully complete a course of study; therefore, parents and students should accept responsibility and accountability for the student's attendance. Each school has established guidelines to encourage regular attendance.
  - i. Parents or guardians must provide school personnel a written excuse for each absence.
  - ii. Parents are encouraged to seek prior approval for their student's extended absences (travel release form). If approved by the administration, those absences will not negatively reflect on the Citizenship grade. If not excused, the administration may require documentation for frequent or extended absences.
- C. Truancy: Truancy is defined as an unexcused absence. On the first truancy during any term, the student will receive a citizenship grade no higher than a "1", and on the second truancy a "0".
- D. Tardiness: On the fourth tardy from any one class, a student will not receive a citizenship grade higher than a "1". Teachers may provide the option of allowing a tardy to be made up during the term being graded.

### III. Appeals Procedure

If the dispute cannot be resolved between the teacher and student, the student can apply to the appeals committee. Applications are available in the counseling office. Citizenship pre-appeals must be made during the current term. Post-appeals must be made before the end of the term following the one in which the grade was received.

### IV. Due Process

- A. The Citizenship Requirements for Graduation will be provided to each student/parent by the beginning of each school year.
- B. Each report card will reflect the citizenship grades for the term and the cumulative C.P.A. that will reflect progress toward graduation. Sixteen report cards are issued to students who attend school in grades 9-12.
- C. Students who fail to achieve a 2.0 cumulative CPA at the end of each year will be notified that graduation is in jeopardy.
- D. Students and parents will be invited to meet with the school administration to determine a positive course of action before the student can register for the following year.
- E. Students who fail to meet the citizenship requirements for high school graduation may enroll in the Granite School District Adult Education program and earn a Granite School District diploma.

## COMMUNITY OF CARING

Kearns High School subscribes to the values of the Community of Caring, a program which is part of the curriculum in all of Granite School District's junior and senior high schools. Our expectations for citizenship reflect the philosophy that embraces the values of that program:



**Families:** We begin to learn our values in our families.

**Caring:** is at the heart of a decent life. It leads us to help others and to respect ourselves.

**Responsibility:** People who care must be willing to take responsibility which means they are accountable for their actions.

**Respect:** Those who take responsibility for their own actions will be respected by others.

**Trust:** When people care for and respect each other, trust takes root and grows.

## KEARNS HIGH ATTENDANCE POLICY

1. If your student is absent, please send the student with a parent excusal note when they return to school. If not, you can call the school attendance office at 385-646-5380 or 385-646-5383.
2. As a parent or guardian, as listed on the student's contact info, you can excuse seven (7) days of absences or the equivalent of 28 periods in a school year. It is best to excuse them the day they occur.
3. If your student went to the doctor or a professional appointment, please obtain a note from the appointment including the dates the student should be excused. This will excuse the absence for a medical reason and won't take away from the allowed seven (7) days.
4. If your student needs to leave school early for any reason, we will need someone on their contact list to come to the attendance office and show their ID before releasing and giving the student a street pass. We will not call a student to the office until the parent/guardian comes and shows their ID.
5. You should receive an automated phone message each time your student is absent. Please keep us informed of changes in address, phone numbers and emails.
6. All absences must be excused within 10 school days of the student's return to school. Absences not excused within the 10 days will remain unexcused.
7. Granite School District defines excused and unexcused absences as follows:
  - a. Excused absence – Personal illness, death in family, family emergency, or a court appearance.
  - b. Long-term illness – The parent or guardian should contact the school; a statement from a physician is required.
  - c. Unexcused absence – Those absences that have not been excused within the 10 school days allowed.
  - d. Pre-arranged absences – Occasionally a student will miss school for brief periods of time during the year. In these situations, parents must contact the teachers to arrange for make-up work prior to the student's scheduled absence. A Vacation Form must be filled out and turned into the attendance office prior to the vacation. Students are responsible for all classwork and assignments missed. Pre-arranged absences should not occur during the final week of any term.

### Tardies:

1. Students who are tardy should report directly to class.
2. Students who are 20 minutes or more, as per District Policy, will be marked "Unexcused" for that period.
3. Students with parent excusal notes should go directly to the Attendance Office for an excusal form. These notes should include Date, Time, Name of Student, Student ID number and Parent Signature.
4. Those students with frequent tardies will be contacted by the administration for further consequences.
5. Teachers may provide the option of allowing tardies to be made up during the current term.

### Truancy (Sluffing):

Any absence from school that is not excused by the parent or the school is considered an unexcused absence and will affect student's citizenship grade.

### Checking Out Early:

Your student's safety is of utmost importance. Students who leave during school hours must checkout through the attendance office and receive a Street Pass. Please do not ask your students to leave class and meet you in the parking lot. Parents may be contacted to verify legitimacy of a note. Students returning to school must check in at the attendance office where they will receive a pass to class. Failure to follow this procedure may result in an unexcused absence for each period missed.

## AWARDS AND STUDENT RECOGNITION

The administration and faculty recognize students who have distinguished themselves in class work and activities throughout the year at Kearns High. The purpose of this recognition is to honor those students. It is the student's responsibility to meet all qualifications & to apply for any/all awards by the prescribed deadlines.

### Academic Letter

Each spring students in grades 10, 11, and 12 are encouraged to apply for the academic letter. The following criteria are used to determine eligibility: A weighted 3.8 GPA, an outstanding citizenship record with no "0s" or "1s" and enrollment in at least three (3) core/honor classes.

### Academic Recognition

Each quarter students may be eligible to receive one of the following recognitions:

High Honor Roll: 3.75 – 4.00 GPA.

Honor Roll: 3.50 – 3.74 GPA.

### Areas of Distinction

Seniors may apply for "Areas of Distinction" diploma recognition in the spring of their 12th grade year. Each Kearns High School department has criteria which must be met to receive a seal of distinction. See your counselor for details and deadlines.

### Cougar of the Month

Each month one student from each 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup> grade levels is selected from the entire student body.

### Diploma of Merit

*Requirements Include:*

27 academic credits including state core science classes from different areas, three full years of math beyond pre-algebra, and one core elective from math, science, history, or English.

No more than three outside credits from alternative programs.

3.0 cumulative CPA and GPA with no failing grades

Two areas of distinction minimum

### K-Crest and K-Activity Award Qualifications

At the end of each school year, the faculty at Kearns High recognizes full-time students who have participated selflessly in a variety of activities at KHS. The purpose of this recognition is to acknowledge students who have distinguished themselves by excelling in classwork, citizenship, and extra-curricular activities at Kearns High. This award involves good academics and recognizing students who have participated in many other activities offered at Kearns High School. Service and activity outside the classroom is essential to win this award.

#### **K-Crest Award** - *An award based on four years of activity at KHS.*

The K-Crest Award is the highest honor given by Kearns High staff to a student. It is an award which reflects service and activity at Kearns High School for a four-year period. Each senior who receives this award must have served the school in a minimum of two unrelated areas such as sports, leadership, service groups, and clubs. Points are earned and accumulated over four years for the student's efforts and the award is based on those points, not solely on being awarded the K-Activity award in previous years. If a student has *ever* received an "F" or "0" in any of their four years at KHS, he/she will be ineligible for this award.

#### **K-Activity Award** - *An award based on one year of activity at KHS*

The K-Activity Award is offered to students who have dedicated many extra hours to school service and participation. This award is based on one year's activities and is given to freshman, sophomore, junior, and senior students who have been enrolled full time for the entire year. To receive this one-year award, a student must have received strong recommendations from the sponsors of at least two unrelated activities to be considered. Good scholarship and

citizenship are additional factors which help determine award recipients. Having ever received an "F" or "0" in the year will automatically disqualify a student for this award.

The award points earned for K-Activity Awards are based on the same criteria that are used to determine the recipients of the K-Crest award. Good scholarship and citizenship are factors which help determine award recipients. Each student must be enrolled full time for the entire year. This full-time enrollment includes classes that are held off-campus in an approved program of Granite School District. The off-campus classes can be applied toward a student's full-time status, to "academic solids" requirements as determined by the faculty committee, and toward honor roll lists at the school. The K-Crest and Senior Activity Awards are presented at the Senior Awards Banquet in the spring. Students who are invited by the faculty will be notified by text or other method deemed appropriate by the committee. Every effort will be made to invite students who have earned the award in the middle of May during their senior year.

### Areas of Participation

The areas listed below are some of the activities which are considered in determining award recipients. To be eligible, the student must be in good standing for the entire year (no probation, etc.) and receive a strong recommendation from the sponsor of the group.

1. Leadership and Clubs: Publications groups, performing groups, drill team, spirit club, KEY Club, DECA, VICA, AVID, FBLA, FCCLA, HOSA, LIA, MESA, RAIN, French, Spanish, German, Drama, Writing Club, Debate, Drama, class and student body officers, student activities committee, cheerleaders, stage crew, Cougar Claw Officers, National Honor Society Officers, Yearbook Officers, activities committee, participation in Boys/Girls State, and all clubs with a charter on file will receive consideration towards the award.
2. Athletics: Credit in this area is by sponsor recommendation and, if credit is toward a K-CREST, the student must have lettered in a varsity sport. Points are awarded for all athletes who participate. Additional points are awarded for regional, state, and national honors.
3. Academics: Sterling Scholars, those who receive AP credit of 3, 4, or 5 during their junior year or before, a composite ACT score of 23 or higher, being recognized as commended, semifinalists, and finalists in National Merit tests, and honor roll or high honor roll status for at least two terms in the year where the student has been enrolled in four or more solid courses. A solid course is determined to be any course that is among the areas of Social Science, Math, Science, or English. Additional courses that might be in other departments but are concurrent enrollment or determined to be rigorous in academic content can be added to this list.

Tips for Qualifying: *This award honors those students who bring honor to KHS in the eyes of the community.*

- A. Be involved in a variety of KHS extracurricular activities. You must be nominated in two or more areas to qualify for the K-Activity Award.
- B. Maintain excellent attendance in all classes.
- C. Avoid a zero or poor citizenship marks.
- D. Maintain a high G.P.A. E - Maintain four "solid" courses per academic year on your KHS transcript.

*Note:* Top point students from each class are awarded the K-Activity Award. All staff members at KHS make the award possible as they report points to the Awards committee during the school year. Top point earners will then be invited to an assembly to receive their award certificate and pin. Not all students receiving points will receive the award.

### Valedictorian and Salutatorian

AP, Honors, and Concurrent Enrollment classes are weighted in the following disciplines: mathematics, English, science, social science, and foreign language. Classes outside these areas are not weighted, even if they are Concurrent Enrollment classes. The final designation of Valedictorian will be the student(s) with the highest weighted GPA. The student(s) with the next highest weighted GPA will be the Salutatorian.

These awards are given based on the highest weighted grade point average. Awards are calculated from the beginning of the ninth-grade year to the end of the twelfth-grade year. Classes designated as honors and AP classes will be weighted on a 5-point scale (5 points for an "A", and 4 points for a "B", "C" and below are calculated on the traditional grading scale). Other classes are given the traditional 4-point grade scale. One percent of the ACT test score is added to the final weighted grade point average. These awards will be announced at the Senior Awards Banquet.

**CLUBS AND ORGANIZATIONS**

We encourage all students to get involved at KHS. The following is a list of many of our clubs and organizations:

AVID	Band	Baseball	Basketball	Soccer
Tennis	Cheer	Color Guard	Choir	Cougar Claw
Cross Country	Dance Company	Debate	DECA	Drama
Football	FBLA	FCCLA	Golf	Honor Society
HOSA	K-Awards	Key Club	Keys for Success	LIA
Madrigals	Marching Band	Men’s Choir	MESA	Orchestra
RAIN LGBT	Skills USA	Softball	Sports Marketing	Stage Crew
Sterling Scholars	Student Government	Swim Team	Tri-M	Track and Field
Volleyball	Water Polo	Wrestling	Yearbook	Z-News

**POLICIES AND PROCEDURES**

**Participant Eligibility Requirements for Extracurricular Activities** (Athletics, clubs and school sponsored programs) School is a place of learning and a location to obtain skills that will allow for productive lifestyles. To facilitate quality learning experiences at school, students must attend classes. The administration at Kearns High feels strongly about this issue and has developed the following policy:

For students to participate in school activities (i.e. sports, clubs, and organizations) they must have good attendance records. Excessive absences or unresolved absences will result in several efforts to correct the problem including:

- Student conferences with teacher, coach/adviser, counselor, administrator, and parents/guardians
- Possible suspensions from the team or organization to which they belong
- Other consequences deemed appropriate by the administration

**Assemblies**

Assemblies are for the entire student body. They should be attended out of respect for those performing and in recognition of the time and effort of those organizing the activities. Teachers have assigned seating in the auditorium. Students should move quickly to the auditorium. Quiet, respectful attention is expected of all Kearns High Students. The number of assemblies and activities held will be directly related to students' conduct.

**Class Change/Schedule Adjustment**

Students will be given an opportunity to change their schedule before 1st semester, if he/she is placed in the wrong class, by meeting with their counselor. Class changes will be granted only for meeting graduation requirements (e.g. incomplete schedule, scheduling errors, not meeting prerequisites, need class for graduation). Five dollars will be charged for any other class changes. Credit may not be given for any class when less than 35 days remain in the term (as required by Northwest Accreditation). Students will maintain a complete schedule of eight classes. Administrative approval is required for any special situation. Home Release is only available to seniors as per their SEOP and administrative permission if they are in line for graduation.

**Parking and Parking Lots**

Students and faculty cars must be registered. Student parking is limited to juniors and seniors due to limited space. Students may purchase a parking decal in the main office for \$10.00. The parking decal must be displayed as indicated in the written application. Students must park in designated parking areas in the far north parking lot or the west parking lot. Parking on nearby streets, fire lanes, vacant lots, the driving range, or other unauthorized areas is a violation of the parking privilege and cars will be ticketed by the Salt Lake County Sheriff's Department. The parking lot is off limits always unless authorized by a street pass from the office. If a student receives a Kearns High Parking Ticket, it must be paid within two weeks at the main office. Unpaid fines will double after two weeks. If additional tickets are issued before the fine is cleared, the car may be towed away at the owner's expense. There is to be no student parking on the east side of the school or around the shop areas. Failure to comply with the traffic rules and regulations listed here also may result in parking privileges being revoked for the remainder of the school year.

Student drivers must have a valid Utah driver's license in his/her possession and obey all city, county, and state traffic regulations. The parking lots are provided only as a service to our students, staff, and patrons. Neither Kearns High School nor Granite School District will be responsible for any loss of, or damage to, personal property belonging to board members, employees, authorized volunteers, patrons or students while such property is located on premises owned, leased or occupied by this district, unless due to acts of neglect by this district. Vehicle owners will assume all liability and responsibility for their vehicle while on the premises of Kearns High School.

### **Classroom Interruptions**

In our continued effort to reduce the interruptions occurring during the school day, we will not be delivering flowers, gifts, dance invitations and messages to students in class. We ask that you conduct any family business at home, before school or after school. Taking messages called into the school or deliveries of any kind are very disruptive to instructional time and unfair to the teacher and the other students in the class. At no time is the public-address system used to page students during the regular school day.

### **School Safety Policy**

All students have the right to attend school and school sponsored activities without undue concern for their safety. Any student acts of violence, stalking, fighting, and physical or sexual assaults or threats, possession of a weapon or facsimile, criminal behavior, destruction or defacement of school property, willful disobedience or persistent defiance of authority, or any type of gang activity or gang involvement will be dealt with as outlined in the Granite School District Safe School Policy. Students are encouraged to report any suspicious activity to KHS Administration in person. Violators of the Granite School District Safe School Policy may subject themselves to one or more of the following:

- Police investigation

- Mandatory parent/guardian conference with school or district authorities

- Suspension from school

- Referral to the District's Student Services Office for placement determination

In cases involving severe or repeated violations, the student may be placed in an alternative program, referred to other programs to resolve the problem or expulsion from school. (A one-year expulsion is mandatory for any incident involving a firearm).

### **Evacuation Drills**

Schools in the Granite School District are required to hold regular fire and security drills to insure proper evacuation of the building in case of emergency. Use the exit route designated by the fire drill card in the room you are in at the time of the alarm. Students will be instructed when to return to class. Evacuations may be signaled by the fire alarm, P.A. system, or bullhorn. Evacuation drills are a serious matter and should be conducted promptly and in all earnestness.

### **Homework Policy**

To meet the needs and educational requirements of students, teachers can and do assign homework. The amount of homework varies depending on the type of class and the specific needs of each student in the class. Students can expect to receive homework assignments on a regular basis in their classes.

### **Make Up Work**

Teachers shall allow credit for make-up work for excused absences. The teacher will determine the appropriate amount of time allotted for make-up work to be completed. Teachers are not required to accept make up work for unexcused absences or truancy.

### **Media Center**

The Media Center will be open at 7:10 AM\*, during lunch, and until 3:30 PM. Students must have their activity cards for Media Center use.

*\*Media Center opens later on late-start days.*

### **Internet Access**

Internet resources can be valuable for a student's education. School Internet access is a privilege which may be authorized as well as withdrawn. Students are expected to be aware of and abide by the policies on the Granite School District Internet Use Agreement. Disciplinary actions will be taken to meet the specific concerns related to violations of this agreement.

### **Lunch**

The Kearns High School lunch cost for students is \$1.75 and reduced lunch cost is \$0.40. The cost for adults is \$2.75. All policies relating to proper behavior in the classroom are expected during lunch time. Breakfast cost for students is \$1.05,

and reduced cost is \$0.30. Cost for breakfast for Adults is \$1.75.

### Report Cards and Mid-terms

At the end of quarters one, two, and three, report cards will be given to students to take home. The fourth quarter report card is mailed. Students receive a midterm report at school each quarter. Midterms are approximately halfway between quarter dates. Midterms for first quarter and third quarter will be given out at Parent Teacher Conferences.

Report cards, midterms, and progress reports are available through the internet at: [www.graniteschools.org](http://www.graniteschools.org). Information can be accessed using your student ID number (as listed on a recent report card), birth date, and a pin number that you set up yourself. The student's social security number and student identification number are needed to set up a pin number.

### School Dance Policy

Kearns High School sponsors two types of dances. They are: (1) Date dances (Prom, Homecoming, Sweethearts Ball, etc.) open to non-student dates, but participants remain subject to all school conduct regulations.

(2) Stomps - These are no date affairs and are held only for currently enrolled daytime Kearns High students. Student ID will be required prior to entry and non-Kearns High students are not admitted. The administration reserves the right to refuse admission to anyone prior to the dances as well as at the door. Dress standards: "Casual" and "Semi-Formal" means the Kearns High Dress Code applies. "Formal Dress" means ties, shirts, dress pants, and dresses required. No jeans or shorts allowed. All dances are scheduled from 7:00 p.m. to 10:00 p.m. All school policies and standards of good behavior are to be followed at all school activities whether at home or away. Infractions are dealt within the same manner as if they had happened during the school day.

## STUDENT CONDUCT POLICIES

### Behavior Guidelines

Students at Kearns High School are expected to be good citizens and conduct themselves appropriately. Students involved in any of the following behaviors will subject themselves to administrative disciplinary action, which may include suspension, expulsion, parent conference, placement in an alternative program, and/or law enforcement referral depending on the severity of the infraction.

- Excessive absences or tardiness
- Insubordination (disruptive, disrespectful, or defiant behavior)
- Gang or criminal activity, including theft and graffiti (vandalism)
- Swearing, teasing, intimidation or threatening behaviors
- False names or running from authority including any members of law enforcement
- Smoking/chewing tobacco/vaping or possession of related paraphernalia
- Possession or use of controlled substance/paraphernalia
- Fighting/School Safety Violation (Subject to District Citation)
- Inappropriate dress
- Sexual harassment
- Bullying including cyber-bullying
- Other infraction as determined by the school or district

### Sexual Harassment Policy and Procedure

Any form of sexual harassment by staff or students, including any inappropriate verbal, written, cyber, or physical conduct is strictly prohibited. Violators of this policy will subject themselves to investigative and disciplinary procedures. A more extensive definition of what constitutes harassment is outlined in the District mailer sent home each fall. Copies are available upon request.

Any student who feels they are being subjected to harassment should report the problem immediately to any teacher, counselor or administrator at the school. You should not feel embarrassed, intimidated or reluctant to file a harassment report.

### Hazing Policy

Hazing or initiation activities on the part of Kearns High School students or organizations sponsored by Kearns High School are strictly forbidden. Students participating in any activity that might be dangerous or construed as hazing and/or physical or sexual harassment may result in one or more of the following consequences:

- Immediate suspension from school
- Removal from the school sponsored organization
- Law enforcement referral



**Student Conduct at Activities**

Student conduct and demeanor at sporting events and dances is clearly outlined by Region and State guidelines. In general, students are encouraged to enthusiastically support their team while displaying good sportsmanship to our opponents. The use of noisemakers, posting signs or banners, obscene gestures, or inappropriate cheering will not be tolerated.

**Plagiarism**

Plagiarism is defined as the practice of taking someone else's work or ideas and passing them off as one's own. At Kearns High, this practice is not acceptable. This includes, but is not limited to, taking credit for the work done by others including copying or printing of online materials or texts. Any use of other's work (even partial use) without proper referencing or citations is not acceptable. Students who commit plagiarism will receive an automatic "F" for that assignment and may receive an F for the entire course. Plagiarism may also result in a "0" in citizenship and further consequences from administration.

**Inappropriate Items at School**

Cell phones, chains, boom boxes, stereos, pagers, beepers, or other electronic devices are not allowed to disturb the learning environment at school and are prohibited by Granite School District Board of Education Policy. The school will not be responsible for any loss of electronic items at school.

Students should also not bring to school any implement or device or substances that may be harmful or disruptive. Some examples are: water guns, fireworks, chemical sprays, balls, Frisbees, laser pens, or other similar type toys. In addition, felt tip pens, magic markers, spray paint and tips are not allowed. Items brought from home are the responsibility of the student. Kearns High will not be held liable for lost or stolen property. Students who bring any of the above items subject themselves to administrative disciplinary action, which may include suspension or expulsion.

**Flammable Objects and Open Flame**

No person shall be allowed to possess or use flammable materials, matches, candles, cigarette lighters of any type of open flame in the school building except when using laboratory or domestic science equipment and under the immediate supervision and direction of an instructor. Such items as cigarette lighters, matches, or other flammables will be confiscated and returned only to parents. Students may be suspended for possession of these items.

**Drugs, Alcohol, Tobacco, and Vape**

Possession of tobacco, alcohol, drugs, vape, or any paraphernalia is illegal. Tobacco violators will be issued citations. Students involved in drug and/or alcohol violations will be referred to the Granite School District Office under the District Drug and Alcohol Policy. Violation of this policy may include, but is not limited to suspension, probation from activities, enrollment in a treatment program, law enforcement referral, and possible alternative placement. By engaging in these and related activities, a student may relinquish the privilege to attend Kearns High School.

Complete copies of these Board of Education policies and the sequential steps involved are mailed to homes each fall. Copies are available at the school upon request.

**Skateboards and Other Small Wheeled Vehicles (Banned Due to Liability)**

Students shall not roller blade, roller skate, skateboard, ride scooters or ride other wheeled vehicles, except wheelchairs, on school grounds at any time, whether during or after school hours, including all outdoor and indoor activities. For purposes of this ban, school grounds shall include all school buildings, parking lots, paths, playgrounds, and stairwells leading to school building entrances. Students on roller blades or roller skates shall remove such equipment before entering school grounds. Students choosing to carry roller blades, roller skates, or skateboards onto school grounds shall promptly store such equipment in lockers or other approved storage areas. Violation of this policy may result in confiscation of the item, to be returned only to the parent. Suspensions may also be imposed.

**Hall Passes**

Students are not permitted in the halls during class unless they are accompanied by a teacher or have a hall pass from an authorized staff member. The hall pass is issued by teachers, and they are responsible for students to whom they issue hall passes. If a student is in the hall without a pass, it will be assumed the absence from class is unexcused. The hall pass clipboard must have the date, time out of class, and the teacher's initials to be valid. One student per hall pass! There is a 10-minute time limit per hall pass. Students who are not where they are supposed to be may be subject to disciplinary consequences.

**Lockers**

Students are responsible for keeping their locker combination confidential. Lockers are school property and may be opened by school authorities at any time. Students are permitted to use lockers as a convenience and courtesy and will be held responsible for their proper use and care. Money and/or valuables should never be left in student lockers. Be sure your locker is always locked. The school cannot guarantee the security or assume responsibility for lost or stolen items. Individual students are responsible for any writing appearing on their locker. No food is to be stored in lockers. Violation of these policies will result in forfeiture of locker privileges. Even though the school cannot guarantee the security of, or assume responsibility for lost or stolen items, you should report any such occurrences to the office and a written report completed. Problems involving lockers are to be reported to the office promptly.

**Gambling and Games of Chance**

Any activity or game involving wagering is prohibited as well as "pitching" money is prohibited while at school or at any school related functions.

**Dress Code**

The public school is a place of learning. Proper dress sets the tone of the school atmosphere as well as its reputation. Though dress and hairstyles are personal matters, it is the position of the Granite School District that students be dressed in a clean, modest, and appropriate manner at school.

When dress or hairstyles become so extreme as to be disruptive to the educational process or beyond the bounds of good taste; appropriate action on an individual basis will be taken. Any apparel, jewelry, accessory, manner of dress or grooming which may denote gang involvement or that advertises or advocates drug/alcohol use or that has obscene or questionable printing on it will not be permitted in Granite School District schools.

*Dress should be modest, clean, safe and non-disruptive.*

The Community Council, P.T.S.A., and staff at Kearns High ask that you help us maintain high standards of dress and performance. The Kearns High School Dress Code stipulates:

- Outer clothing must not reveal underwear or parts of the body normally covered by underwear.
- Shoes or sandals must be worn always.
- Skirts and shorts must be within two inches of the knee or longer in length.
- Halter-tops, spaghetti straps, tank tops, and tops, which expose the midriff or cleavage, are not permitted.
- Official KHS hats, caps, and beanies may be worn in the school.
- Hoods, bandannas, and hairnets are not to be worn in the school and will be confiscated.
- Blankets are not acceptable attire at KHS cannot be worn in classrooms or in the halls or common areas.
- Any clothing that forms an allegiance and/or encourages criminal, violent, anti-social behavior, drug or alcohol use, or clothing depicting, through words or visualization, disrespect towards any race, culture, religion, or gender, cannot be worn at school or any school sponsored activity.

School authorities reserve the right to determine interpretation of all dress code items. Dress code rules may be modified or added to at any time as deemed necessary by school officials.

First dress code violation: When students are not in compliance with the KHS dress code they will be asked to find an article of clothing to cover up or contact parent to bring appropriate clothing.

Second dress code violation: Will result in suspension and a parent conference. Further violations will result in a three-day suspension.

**Halloween Policy**

For student safety in Granite School District secondary schools, students do not celebrate Halloween by dressing up in costumes, coloring hair, painting faces, wearing masks, or in any way doing similar things that disrupt the school or classroom. We ask students to celebrate Halloween on their own time. This school policy was adopted for student safety!

## BULLYING POLICY

The Granite School District Board of Education has an approved policy which recognizes that “bullying, hazing, harassment and intimidation greatly reduce a student’s ability to achieve. In addition, bullying, hazing, harassment and intimidation can directly affect a student’s health and well-being, contributing to negative consequences in both academic and personal areas.”

### Cyber Bullying

Cyber bullying is the use of the Internet, cell phones, and other electronic devices/technology to deliberately harm, hurt or bully other people. Cyber bullies are often anonymous. They are hard to find and can bully their victim(s) anywhere, at any time and at any place.



### SafeUT

Granite School District uses the SafeUT app. If students are aware of any dangerous situation, they are encouraged to use the SafeUT app. ALL CONTACTS ARE CONFIDENTIAL.

### Making a Difference

Although you may not be directly involved in the bullying, there may be times when you see others being bullied. And even though it may be easier to stand by and watch or ignore the bullying, try to keep in mind, we all need a little help from time to time. Think about how you might feel if the bullying was happening to you. Here’s how you can make a difference:

- Stand up for the victim. Yes, this takes a great deal of courage, but try to defend the person being bullied. BE AN ALLY! This can surprise the bully so much that they end up just leaving the victim alone.
- If you see someone being bullied, don’t join in. If the bully tries to get you to participate, refuse and walk away.
- Don’t help spread rumors about another person. You wouldn’t want rumors spread about you, so don’t do it to someone else! If someone gossips to you, let it end with you – don’t pass it on to others. Words DO hurt!
- Tell an adult. Don’t just stand there and watch, especially if someone is being hurt physically. Tell an adult about the bully and what’s going on. If you feel uncomfortable or unsafe telling an adult, ask the adult to keep your comments private.
- Offer help. When the bully is gone, try and help the person who was bullied and make sure s/he is okay. Encourage him/her to talk to an adult.

When you help someone who’s being bullied, you are not just helping someone else, you’re also helping yourself. It’s important to stand up for what you believe in and help others when you can.

### Support Staff

School Social Workers and Psychologists are assigned to every elementary and secondary school in Granite School District. School Counselors are assigned to every secondary school. Social Workers, Counselors and Psychologists can respond to bullying incidents with a variety of individualized supports, group interventions and techniques:

- Individual counseling

- Small group counseling
- Ongoing support and consultation for students (i.e. “check-ins”)
- Classroom social competency instruction
- Assemblies and special programs that address bullying, bystanders, school climate, etc.
- District and school speaker forums, educational groups, weekly bulletins, in-school news announcements, etc.
- Referrals to community resources



### “Don’t Stand By, Be an Ally”

The Department of Prevention and Student Placement encourages all students, teachers and parents to be “Allies” to those who are being bullied. Using multi-media presentations that are catered to specific age groups, district trainers teach the effects of bullying and how standing alongside and supporting peers can prevent and/or be an effective intervention tool against bullying behavior. Following presentations, schools who desire are provided with colorful “Be an Ally” wristbands for students and “Be an Ally” posters for display throughout their buildings. “Be an Ally” buttons are available for staff.



In elementary schools, the “Be an Ally” program provides basic anti-bullying instruction, and teaches the necessary skills to be an effective Ally. Cyber bullying presentations are also able to be taught in 5th and 6th grades. Ally presentations are available for elementary school faculties and parents of elementary school students.

In secondary schools, in addition to focusing on anti-bullying and effective ally skills, the “Be an Ally” program teaches skills to students that help eliminate cyber bullying and sexual harassment. Following the presentations, classroom teachers are provided with follow-up lesson material to enhance the concepts taught by district trainers. For more information about this program, or to find out when/where it is being presented, contact the Department of Prevention and Student Placement at (385) 646-4690.