

## Desired Results for Student Learning

Eagles communicate effectively

Agree to work cooperatively

Gain strong character traits

Life Long Learners

Eagles employ functional skills

Solve problems with thinking skills

=Productive Members of the Working  
Community

Bountiful Junior High School  
<http://www.davis.k12.ut.us/404/site/default.asp>  
30 West 400 North  
Bountiful, UT 84010  
Phone: (801) 402-6000  
Fax: (801) 402-6001

## STUDENT HANDBOOK



2012-2013

## BJH REGULAR BELL SCHEDULE Monday through Thursday

Warning Bell	8:05
1 <sup>st</sup> Period	8:10-8:55
2 <sup>nd</sup> Period	9:00-9:45
3 <sup>rd</sup> Period	9:50-10:15
4 <sup>th</sup> Period	10:20-11:05
5 <sup>th</sup> Period	11:10-11:55
1 <sup>st</sup> Lunch	11:55-12:25
6 <sup>th</sup> Period	12:30-1:15
6 <sup>th</sup> Period	12:00-12:45
2 <sup>nd</sup> Lunch	12:45-1:15
7 <sup>th</sup> Period	1:20- 2:05
8 <sup>th</sup> Period	2:10- 2:55

## BJH FRIDAY SCHEDULE

Warning Bell	8:05
1 <sup>st</sup> Period	8:10-8:55
2 <sup>nd</sup> Period	9:00-9:40
3 <sup>rd</sup> Period	No Class
4 <sup>th</sup> Period	9:45-10:25
5 <sup>th</sup> Period	10:30-11:10
1 <sup>st</sup> Lunch	11:10-11:40
6 <sup>th</sup> Period	11:45-12:30
6 <sup>th</sup> Period	11:15-12:00
2 <sup>nd</sup> Lunch	12:00-12:30
7 <sup>th</sup> Period	12:35-1:15
8 <sup>th</sup> Period	1:20-2:00

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## ***WELCOME TO BOUNTIFUL JUNIOR HIGH***

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We want to welcome you to Bountiful Jr. High and hope this year will be a great one for you. This handbook is to help you understand what is expected of you and to help with any questions you may have. Take time to read and ask questions about what is found in this book. The administration and faculty will help with any problems or questions you may encounter.

Mrs. Ingram

Principal

Dr. May

Assistant Principal

### **MISSION STATEMENT**

*Bountiful Junior High embraces educational excellence and encourages personal success through service and life-long learning.*

### **BELIEFS**

*\*BJH provides a safe environment where individuality and diversity are valued.*

*\*BJH students, faculty, and staff show mutual respect for each other.*

*\*BJH students take responsibility for their own choices and accept the consequences.*

*\*BJH instruction offers a variety of teaching methods and assessments to support individual learning styles.*

*\*BJH curriculum encourages problem solving and real life application of skills and knowledge.*

### **HIGH EXPECTATIONS = HIGH STUDENT ACHIEVEMENT**

We encourage all students to help maximize their education potential by following these five **B.J.H Expectations**:

1. Take PAPER AND PENCIL to each class daily.
2. Take appropriate TEXTBOOKS to each class.
3. Know which classes require SPECIAL MATERIALS.  
Be responsible for taking those materials to each class.
4. Be prepared and complete all HOMEWORK assignments.
5. Be responsible for your learning. Do what it takes to be successful.

## **BOUNTIFUL JUNIOR HIGH SCHOOL FACULTY AND STAFF 2012-2013**

### **Administrators and Office Staff**

Mrs. Ingram	Principal
Dr. May	Assistant Principal
Ms. Holbrook	Counselor
Mrs. Wosnik	Counselor
Ms. Ashby	Head Secretary
Mrs. Shegrud	Attendance Secretary
Mrs. Thomas	Counselor Secretary
Mrs. Schieving	Citizenship Secretary

### **Other Staff Members**

Mrs. Mumford	Media Center Specialist
Ms. Morgan	Technology Specialist (STS)
Mrs. Chapple	Building Main. Supervisor
Mr. Karmondy	Building Main. Asst. Supervisor
Mrs. Stewart	School Foods Supervisor
Mrs. Borschel	School Foods
Ms. Gomm	Learning Center Aide
Mrs. Pickering	Special Education Aide
Mrs. Brand	PTA President

**OFFICE PHONE:** 801-402-6000  
**ATTENDANCE:** 801-402-6006  
**COUNSELORS:** 801-402-6007  
**SCHOOL FAX:** 801-402-6001

### **TEACHER**

Mrs. Allred	<a href="mailto:loallred@dsdmail.net">loallred@dsdmail.net</a>
Mrs. Ballew	<a href="mailto:gballew@dsdmail.net">gballew@dsdmail.net</a>
Mrs. Barnes	<a href="mailto:jbarnes@dsdmail.net">jbarnes@dsdmail.net</a>
Mrs. Barton	<a href="mailto:mwinter@dsdmail.net">mwinter@dsdmail.net</a>
Mrs. Beazer	<a href="mailto:sbeazer@dsdmail.net">sbeazer@dsdmail.net</a>
Mrs. Bird	<a href="mailto:abird@dsdmail.net">abird@dsdmail.net</a>
Mr. Blankenagel	<a href="mailto:bblankenagel@dsdmail.net">bblankenagel@dsdmail.net</a>
Mrs. Bott	<a href="mailto:jbott@dsdmail.net">jbott@dsdmail.net</a>
Mrs. Browning	<a href="mailto:mibrowning@dsdmail.net">mibrowning@dsdmail.net</a>
Mrs. Bushnell	<a href="mailto:bbushnell@dsdmail.net">bbushnell@dsdmail.net</a>
Mr. Coyle	<a href="mailto:jacoyle@dsdmail.net">jacoyle@dsdmail.net</a>
Mrs. Dunleavy	<a href="mailto:bdunleavy@dsdmail.net">bdunleavy@dsdmail.net</a>
Mrs. Eggers	<a href="mailto:jeggers@dsdmail.net">jeggers@dsdmail.net</a>
Ms. Einfeldt	<a href="mailto:seinfeldt@dsdmail.net">seinfeldt@dsdmail.net</a>
Ms. Eller	<a href="mailto:keller@dsdmail.net">keller@dsdmail.net</a>
Mrs. Fox	<a href="mailto:jefox@dsdmail.net">jefox@dsdmail.net</a>
Mrs. Gottfredson	<a href="mailto:jgottfredson@dsdmail.net">jgottfredson@dsdmail.net</a>
Mr. Kovacs	<a href="mailto:gkovacs@dsdmail.net">gkovacs@dsdmail.net</a>
Mrs. Krivanec	<a href="mailto:ckrivanec@dsdmail.net">ckrivanec@dsdmail.net</a>
Mrs. Maggio	<a href="mailto:dmaggio@dsdmail.net">dmaggio@dsdmail.net</a>
Mrs. Moore	<a href="mailto:jmoore@dsdmail.net">jmoore@dsdmail.net</a>
Mr. Nelson	<a href="mailto:bgnelson@dsdmail.net">bgnelson@dsdmail.net</a>
Ms. Parker	<a href="mailto:wparker@dsdmail.net">wparker@dsdmail.net</a>
Mrs. Sonntag	<a href="mailto:csonntag@dsdmail.net">csonntag@dsdmail.net</a>
Mr. Spendlove	<a href="mailto:sspendlove@dsdmail.net">sspendlove@dsdmail.net</a>
Mrs. Stewart	<a href="mailto:dstewart@dsdmail.net">dstewart@dsdmail.net</a>
Mrs. Wadley	<a href="mailto:ewadley@dsdmail.net">ewadley@dsdmail.net</a>
Mr. Whitlock	<a href="mailto:mwhitlock@dsdmail.net">mwhitlock@dsdmail.net</a>

## **2012-2013 STUDENT LEADERS**

### **STUDENT BODY OFFICERS**

T.J. Benard	SB President
Lucy Holmgren	SB Vice Pres.
Nick Baker	SB Vice Pres.
Cassie Campos	SB Vice Pres.
Lane Zesiger	9 <sup>th</sup> Class Pres.
Suzy Thornock	9 <sup>th</sup> Vice Pres.
Bailey Winters	9 <sup>th</sup> Vice Pres.
Ella Larson	9 <sup>th</sup> Vice Pres.
Jack Dearden	8 <sup>th</sup> Class Pres.
Sarah Peters	8 <sup>th</sup> Vice Pres.
Nathan Everett	8 <sup>th</sup> Vice Pres.
Hayden Hamblin	8 <sup>th</sup> Vice Pres.
Cody Best	7 <sup>th</sup> Class Pres.
Garrett Buchanan	7 <sup>th</sup> Vice Pres.
Landon Haslam	7 <sup>th</sup> Vice Pres.
Josh Ripplinger	7 <sup>th</sup> Vice Pres.

### **CHEERLEADERS**

Karly Toone
Jenny Markham
Kaylin Martinson
Eliza Foster
Savanna Peck
Brooke Strong
Teresa Meloni
Aubrey Seljaas
Emily Bangerter
Abby Jones
Liesl Chamberlin
Sariya Kieatisinlapin
Ashley Venn
Maddie Boardman

### **ATTENTION STUDENTS AND PARENTS**

**PLEASE BE ADVISED THAT ALL FINES AND FEES MUST BE PAID BY THE LAST DAY OF SCHOOL. UNPAID FINES AND FEES MAY RESULT IN YOUR STUDENT NOT RECEIVING HIS/HER YEARBOOK ON THE LAST DAY (YEARBOOK SIGNING DAY) OR UNTIL FINES AND FEES HAVE BEEN PAID IN FULL. THOSE WHO HAVE NOT PAID THEIR FINES AND FEES BY THE LAST DAY WILL PICK UP YEARBOOKS THE FOLLOWING MONDAY.**

*Bountiful Junior High School is governed by the policies, rules, and regulations of the Davis School District. This handbook is not designed to be all inclusive in relation to these policies, but is designed to provide an overview for parents and students and to answer the most asked questions relating to the school. Please refer to the Davis District Web Page, [www.davis.k12.ut.us](http://www.davis.k12.ut.us), for further information and details of school policy.*

## **ACCIDENTS**

Accidents are to be reported immediately to the nearest adult in the building and to the administration as soon as possible so that parents can be contacted.

## **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 Bountiful Junior High School will provide reasonable accommodations to qualified individuals with disabilities. Students, parents, or employees needing accommodations should contact their school ADA/504 Coordinator, Cheryl May (801) 402-6000, their principal or supervisor. Or you may contact the District ADA Coordinator, Steve Baker (402-5315), for parent or employee accommodations; or 504 Coordinator, Adam King (402-5180), for student accommodations. (TDD hearing impaired 402-5358).

## **ASSEMBLIES, FIELD TRIPS, SERVICE PROJECTS**

Assemblies are planned for your educational value and entertainment. They are intended to supplement and enrich classroom instruction. Courteous and cooperative behavior is expected and required. Students should follow the directions of administrators, teachers, and/or chaperones at all times. **Students with multiple office/administrative referrals for violating classroom or school rules (50 or more discipline points) will be restricted from participating in assemblies, field trips, and class service projects at the discretion of the administration.** For Assemblies: Each student needs to be seated quickly with their assigned teacher and remain seated with their class. No disruptive talking or noises are allowed. Show respect to the performers or speakers. Students removed from an assembly will be immediately sent to ISS and will not be allowed to attend the following assembly.

## **ATHLETICS**

Athletic programs are open to all students and require a physical examination, insurance coverage, a fee and a parent signature before participation is permitted. A student agreement form, developed by the school, needs to be signed by the parent and student in order to participate in extra-curricular activities. Eligibility for participation is covered under the "Standards of Eligibility" section in this book (page 31). Intra-murals, sports programs before school, after school, and during lunch times offer a variety of activities to all students. (For additional information on eligibility, please refer to the Constitution on page 38)

## **ATTENDANCE POLICY**

Attendance is required under the state's compulsory attendance laws (53-24-1, Utah Code Ann.).

**Compulsory Education Requirements:** A parent, 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 of 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. In compliance with these laws, students are to be in attendance unless they are excused due to illness, injury, family emergency, or extenuating circumstances.

**Absence reporting policy:**

1. Parent must call or e-mail the attendance office to report absences OR parent must send a note with student the day he/she returns to school requesting the school to excuse the absence. The note must include the reason the student was absent and the date of the absence. *Students whose parents do not phone the school or write a note may be marked truant.*
2. Absences must be cleared within **3 days** after they occur, or a U in Citizenship may be given.
3. Being late 10 minutes or more to a class equals an absence in that class.
4. Five or more absences may result in a “U” in citizenship.
5. The school will phone or e-mail the home to verify all absences.

**BACKPACK POLICY**

Backpacks may be worn only while traveling to and from school. This means students may **NOT** wear their backpacks to any classes, assemblies, or during lunch periods. This policy includes drawstring bags.

**BULLYING**

Bountiful Junior High has zero tolerance for bullying whether in the form of direct aggression, indirect, covert, or social aggression, including rumor spreading, intimidation, enlisting a friend to assault a student, and social isolation. Cyber bullying, including use of email, web pages, text messaging, instant messaging, three-way calling or any other electronic means for aggression inside or outside of school is not tolerated. Any violation will be treated as a Safe School Violation. (Please refer to the *BJH Harassment Policy* on page 24 and the *District Safe School's Policy* on page 36).

**BUS POLICY**

Riding a school bus is a privilege extended to students who qualify to ride the bus (2 mile requirement). A bus pass will be issued to qualified students (check [www.davis.k12.ut.us](http://www.davis.k12.ut.us), departments, then transportation for eligibility) and should be

carried at all times. Periodic checks will be made to help maintain the correct number of student riders. This privilege can be revoked at any time for unsatisfactory conduct. Students being transported are under the authority of the bus driver and must obey his/her requests. Failure to observe the rules will result in an administrative referral with possible loss of bus privileges. Specific rules are stated in the *Transportation Safety Pamphlet* given to all riders.

**CAFETERIA**

Breakfast and lunch programs, including prices, are run as outlined by district, state, and federal guidelines. Students may pay daily for lunch or prepay at the beginning of each term by using cash or checks made out to *Davis District School Foods*. Student numbers are issued to those with prepaid lunch and **the number is not to be given to any other student.**

Free or reduced-price lunches are available by application. Forms may be picked up in the main office or by contacting Nutrition Services at the District Office. Students eating food brought from home can buy milk and eat in the lunchroom. Use of the cafeteria is a privilege; unacceptable behavior will result in the loss of cafeteria use for a period of time. **No cafeteria food or drink is to be consumed outside of the cafeteria. Vending machine items are restricted to the cafeteria and West Commons. Students do not take books or binders to the cafeteria.**

**CELL PHONE - ELECTRONIC DEVICE POLICY**

Cellular phones, iPods, earphones & other personal listening devices may be used before school, after school, and during lunch. All other electronic gaming devices are not allowed. Inappropriate use of any electronic device will result in confiscation and/or suspension from school. The following policy was adopted by the Community Council and is found on the school's web-page.

**CELL PHONE USE**

Students may possess and use electronic devices at school subject to the following:

- Students may use electronic devices before school, during lunch and after school.
- Use of electronic devices or earphones/earbuds during pass-time between classes is prohibited. They must be powered down, and kept out of sight. Electronic devices may not be left on in vibrating mode.
- Electronic devices are NEVER used in restrooms or locker rooms.

Electronic devices shall not be used in a way that threatens, humiliates, harasses or intimidates school-related individuals including, students, employees, and visitors, or violates local, state or federal law. Electronic devices may not be used during Utah Performance Assessment System for student testing unless specifically allowed by law, student IEP or testing directions.



## CONFISCATION

If a student violates this policy, his/her electronic device may be confiscated. When an employee confiscates an electronic device under this policy, he/she shall take reasonable measures to label and secure the device and turn the device over to a school administrator as soon as the employee's duties permit. Electronic devices will then be secured in the office for a student or parent to pick up at the end of the school day.

## DISCIPLINARY ACTION

**1<sup>st</sup> violation** – Student's device will be confiscated, and he/she will receive 20 discipline points and the device will be returned to the student at the end of the school day.

**2<sup>nd</sup> violation** – Student's device will be confiscated, and he/she will receive 20 discipline points. A parent will be notified and must pick up the device from an administrator.

**3<sup>rd</sup> violation** – Student's device will be confiscated and 20 points will be assigned to the student. The device must be picked up by a parent who will be notified of the infraction. The student will then be prohibited from possession of an electronic device at school or at school related activities for the balance of the school year.

**4<sup>th</sup> violation** – Student will be suspended and a parent/guardian will be notified.

**Egregious violation – (Including, inappropriate texting and or photos taken) will result in possible suspension, referral to District Case Management, expulsion and referral to law enforcement authorities.**

## SECURITY OF DEVICES

Students shall be personally and solely responsible for the security of electronic devices brought to school. **The school shall not assume responsibility for theft, damage, misuse or unauthorized calls made with an electronic device, including iPads, Kindles, iPods, or other electronic readers or devices** If devices are loaned to or borrowed and misused by non-owners, device owners are jointly responsible for the misuse or policy violation(s).

## CAMERA OR AUDIO RECORDING DEVICE FUNCTIONS

Students using camera or audio recording functions of electronic devices may pose threats to the personal privacy of individuals, used to exploit personal information, and or compromise the integrity of educational programs. Accordingly, the use of the audio recording or camera functions of electronic devices is strictly prohibited on school premises at all times.

## EXCEPTIONS

- The use is specifically required to implement a student's current and valid IEP.
- The use is at the discretion of a teacher for educational purposes.
- The use is determined by the principal to be necessary for other special circumstances, health related reasons, or emergency.

## CHANGE & CHECK POLICY

Change will **NOT** be given in the office. Most of the vending machines will accept up to a five-dollar bill and return change, usually in quarters. No personal checks will be cashed. Payment for fees or fines should be for the **EXACT AMOUNT ONLY**. School lunch checks must be made separately to *Davis District School Foods*. **A return check fee of \$5.00 will be assessed and cash will be required for all further transactions.**

## CHECKING OUT

1. All students with a parent/guardian must check out in the attendance office **before leaving the school. Students may receive disciplinary consequences, including a truancy, if they fail to check out through the attendance office.**
2. Phone call checkouts will not be allowed except in emergencies. Parents must send a note with the student or come into the attendance office and check them out. Students must always check back with the office when returning to school.
3. Students are not excused for high school events, affairs at other schools, campouts, church functions, etc. **unless a parent signs the student out at the attendance office. Students who spend the class period in the restroom will be marked truant.**
4. The school is required by law to have a responsible person 18 years of age or older listed on the signature verification card approve the checkout of a student. In case of emergency, when a parent cannot be reached, contact will be made with the other individuals listed on the student emergency card in the order they are listed.
5. **Parents may not check out other students** from school without the other student's parent personally contacting the office by phone or note.

## CHECKING IN

Check-in at the attendance office is required for all students who enter the school after 8:10 AM.

## CITIZENSHIP POLICY

Graduation from high school (9-12) in the Davis School District requires earning both academic and citizenship credit for each class each term. All students are required to earn 0.25 units of citizenship credit in each class for each term, grades

9-12. Additionally, 0.25 units of citizenship credit is awarded by the administration for each term to cover the period of time before, during, and after school and all school-sponsored activities. Failure to earn the required citizenship credit will result in withholding the graduation certificate until the credit has been made up. H (Honors), G (Good), S (Satisfactory), or N (Needs Improvement) grades are used to earn citizenship credit. U (Unsatisfactory) grades will result in loss of citizenship credit.

An Unsatisfactory Citizenship grade (U) will result for infractions of any of the following or combination of the following:

1. **CLASSROOM BEHAVIOR** - should be appropriate and consistent with each teacher's expectations as listed in the class disclosure statement and posted in the classroom.
2. **ATTENDANCE** - absences should be limited to less than 5 unexcused or un-cleared per term per class. More than 5 unexcused or un-cleared absences may result in a truancy citation. Absences for school-sponsored activities are not counted when calculating total absences.
3. **TARDINESS** – Students will receive a warning on the 3<sup>rd</sup> tardy. 4 or more tardies per term per class may result in a U.
4. **SERIOUS NEGATIVE BEHAVIOR** - before, during, or after school will result in an administrative U.
5. **CITIZENSHIP MAKE-UP CREDIT TO CLEAR U's** - Citizenship make-up credit is available through pre-approved community service program, or special alternative programs. See Mrs. Schieving in ISS for arrangements.

**Appeals procedure:** A student who has lost citizenship credit may appeal if he/she feels there are extenuating circumstances, by:

1. Submitting the request for a hearing in writing to the school principal.
2. Include on the written request for a hearing for a parent advocate to be a member of the committee if student wants one present.
3. **Request the hearing be within two weeks after report cards are available.**

#### **NOTICE OF NON-DISCRIMINATION**

Davis School District and Bountiful Junior High School do not discriminate on the basis of race, color, religion, sex, age, national origin, disability, or veteran status in its programs and activities, and provides equal access to the Boy Scouts and other designated youth groups.

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

Steven Baker  
**ADA (Employment Issues) Coordinator**  
Davis School District  
45 East State Street  
P.O. Box 588  
Farmington, Utah 84025  
Tel: (801) 402-5315

Adam King  
**ADA (Student Issues) 504 Coordinator**  
Davis School District  
P.O. Box 588  
70 East 100 North  
Farmington, Utah 84025  
Tel: (801) 402-5180

Jackie Thompson, Director of Equity  
**Title IX Compliance Coordinator**  
**Race, Color, National Origin, Religion, or Gender in other than Athletic Programs**  
Davis School District  
P.O. Box 588  
70 East 100 North  
Farmington, Utah 84025  
Tel: (801) 402-5319

John Robison, Health Lifestyles Coordinator  
**Title IX Compliance Coordinator**  
**Gender Based Discrimination in Athletic Programming**  
Davis School District  
P.O. Box 588  
70 East 100 North  
Farmington, Utah 84025  
Tel: (801) 402-5113

Scott Zigich, Director of Risk Management  
**Physical Facilities Compliance Coordinator**  
P.O. Box 588  
20 North Main Street  
Farmington, UT 84025  
(801) 402-5307

TDD (hearing impaired): (801) 402-5358



### **CLASS SCHEDULE CHANGES**

Changes on the class schedule will be charged \$10 each time a request is submitted. Changes can only be honored for one of the following reasons:

1. The school/computer made an error.
2. Classes are out of balance.
3. Health reasons.
4. After a reasonable time period, student is having academic problems at that class level.

**A parent, teacher, student, counselor or administrator must meet before a change will be granted. NO schedule changes will be allowed after the second week of the term.**

### **CLOSED CAMPUS**

Bountiful Junior High is a closed campus. No student will be allowed off campus for lunch or other extra-curricular activities without parental escort. Students who choose to leave campus will be marked truant. Students eating lunch at home must have a parent make prior arrangements so there is sufficient time to return to school without being tardy to class. Students entering or leaving the school during the school day are to check in/out at the office or will be marked truant.

### **CAMPUS BOUNDARIES**

Bountiful Junior High boundaries are as follows:

1. On the west – Parking lot and Bountiful Junior High Gymnasium in the SDRC.
2. On the north - approx. 50 yards north of the building.
3. On the east - the lawn boundaries and not east of the L.D.S. Seminary Building.
4. On the south - the sidewalk along 400 North.

NOTE: The VHS softball diamond on the northeast side of the building is off limits to students at all times. The park and pavilion west of the school is off limits.

### **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.

### **COMPUTER USE POLICY**

Bountiful Junior is pleased to have many computers for student use in both classrooms and labs throughout the building. In order to use the computers or other

equipment, students must sign an *Acceptable Use Agreement* (Signature Page) at the beginning of the year. Students may use school computers for ***educational purposes only!*** If violated, computer privileges will be revoked.

Misuse of the computers will result in the loss of your computer user account for the rest of the year and may result in further disciplinary and/or legal action!

Examples of inappropriate use of the school computers, network, and the Internet include, but are not limited to the following:

1. Downloading **ANYTHING** that is not correlated with a school assignment and/or has no educational purpose.
2. Unplugging the network data line from the computer.
3. Telling others your password or pressuring another student to tell you his/her password.
4. Logging in as someone other than yourself.
5. Instructing others how to do illegal or unacceptable things on the computer.
6. Altering any of the setups on the computer.
7. Using inappropriate or threatening language.
8. Sending anonymous e-mails or not representing yourself as who you are.

### **DISCIPLINE POLICY**

*Philosophy.* Junior high is a time for learning not only academic information but important social skills as well. Bountiful Junior High's discipline policies apply to all students at BJH and are established to help all students achieve self-discipline. It is therefore expected that rules will be clear and the consequences stated. Similar offenses will warrant similar consequences. Chronic offenders will be treated with more severity.

*Procedures.* In good class management, the first line of discipline is the teacher. The teacher shall notify a parent or guardian by phone, in person, or in writing when a student is failing or receiving a U citizenship grade for poor behavior. This systematic approach in less than crisis situations shall be documented as follows:

Step 1 - Class and school rules are given to student.

Step 2 - A teacher-student conference is held.

Step 3 - Parent or guardian contact is made.

Step 4 - School Counselor is involved (optional).

Step 5 - Student is referred to the Administration.

*Safe-Schools Violations.* Vandalism, open defiance or threat of a physical nature will immediately be dealt with by the administration. Possession, use of or association with an illegal substance (tobacco, alcohol, drugs, etc.) or weapons will receive automatic home suspension for a period of time determined by the administration in conjunction with the District Safe Schools/Case Management Team. Students will be ineligible to participate in school-sponsored activities as outlined by policy during this time.

## **POLICIES AND CONSEQUENCES**

Students will be referred to the administration for:

- Major misbehavior such as vandalism, fighting, and/or possession of illegal substances.
- Continued minor misbehavior over time, such as class disruption, tardiness, etc.
- Disrespect or failure to accept consequences from the classroom teacher.

## **LOSS OF ACTIVITIES**

Any student accumulating 50 discipline points or more or exhibiting extreme discipline infractions at any time during the school year will not be allowed to participate in, or attend any school sponsored activities including: dances, athletic events, field trips, assemblies, and after school events. Ninth graders who have accumulated 50 discipline points or more by the fourth term will forfeit Lagoon Day, and the ninth grade dance. All students who have accumulated 50 or more points at the end of the year will not be allowed to attend school for the last day activities, including yearbook distribution and signing.

## **DISCIPLINE POINTS**

Students who are referred to the administration receive discipline points. Students referred to the administration by a teacher (or substitute teacher) for misconduct will remain in ISS for the remainder of the period. The number of points increases with the severity of the infraction:

- **10 points**-Littering, shoving, pushing, tripping, running in the halls, food or beverages in the gym or halls, use of vending machines other than at lunch, begging or pan-handling for money or food, bringing inappropriate items to school, being in an off-limits area, tardy during a hall sweep, gambling, no hall pass, inappropriate body contact and displays of affection.
- **15 points**-Class disruption (doubled for substitute), profanity, throwing food in the lunchroom, forging of notes, dress code problems (See Dress Code), refusal to leave school or loitering in the building without teacher supervision after 3:15 PM ( 2:15 PM on Fridays), assembly disruption (not allowed in next assembly), disrespectful to staff.
- **20 points**-Truant (refer to Truancy Procedures), harassment/bullying, false fire alarm (call to fire chief, suspension), out of class without permission, excessive tardies (refer to Tardy Policy), cell phone violations, cheating and/or copying other people's work, skateboards, rollerblades or scooters on campus, computer violations or inappropriate use of Internet (possible suspension and loss of computer privileges), throwing snowballs (possible suspension).
- **50 points**- Possession of illegal or controlled substances, (Safe School Policy), fighting (1-3 Day Suspension), theft, vandalism (1-3 Day Suspension), weapons possession (Suspension, Referral to Police), defiance of or profanity towards authority, assault, indecent exposure, Level 3 harassment, any other Safe School infraction.

## **POINT CONSEQUENCES**

- **15-29 pts.** Administrative conference with student, parent contacted
- **30-39 pts.** Administrative conference, Lunch Detention, parent contacted
- **40-49 pts.** Parent notified, one After School Detention or two days of lunch detention.
- **First 50 pts.** Letter sent to parent, loss of school activities until points are reduced below 50, 1 day of In-School Suspension or Out of School Suspension (OSS) will be imposed. If student successfully completes the learning packet and behavior is appropriate during ISS, he/she may reduce 25 discipline points (only on the first 50 points). Reduction in points will take effect the following day after the assignment is completed.

### **Next 50 points and beyond:**

- **51- 89 pts.** Parent, student, administrative conference, two days ISS or 1-2 days of OSS.
- **90-99 pts.** Parent contacted, 3 days of ISS or 1-3 days of OSS
- **100 pts. more** Parent contacted, 1 to 5 days of OSS and referred to Local Case Management.
- **150 pts. or more** Parent contacted, referral to the LSA (Local School Assistance program) and/or possible referral to District Case Management.

**NOTE:** Students with 50 points who come to extra-curricular activities or attend on the last day will receive 50 additional points. Ninth grade students with 50 or more points will receive an administrative U if they attend on the last day of school.

## **ADDITIONAL CONSEQUENCES**

Additional consequences that may be deemed necessary by the school administration may include police intervention, community service, Administrative "U", and/or District referral.

## **REMOVING POINTS**

Ten points will be removed when the student has completed 5 consecutive *attendance days* without earning additional points. Weekends, vacations and days that the student is absent or suspended are not counted as attendance days.

#### AFTER-SCHOOL DETENTION

Students may be assigned to After-School Detention by an administrator for accumulation of discipline points for unacceptable behavior. The detention must be completed within a specified time determined by the administration. Failure to complete the detention within the specified time period will result in additional disciplinary measures which may include lunch ISS, additional after school detention, an Administrative “U” citizenship grade and/or out-of-school suspension.

#### LUNCH DETENTION

Based on the accumulation of discipline points, students may be assigned to spend their lunch time in In-School Suspension. Lunch will be delivered to the student, and must be eaten in the ISS room without friends, talking, or vending privileges. If a student misses an assigned lunch detention, he/she will receive an additional day (2 days) of detention. If the student misses a second time, he/she will receive 20 discipline points and a conference will be scheduled with the parent and an administrator. Ninth graders will receive an administrative U if they miss lunch detention a second time.

#### CLASS PERIOD IN-SCHOOL SUSPENSION

On a day that ISS is assigned, the student will not attend his/her regular classes but will be assigned to a supervised room. Classroom assignments and homework may be arranged for by the ISS supervisor.

#### DRESS CODE

BJH students maintain standards that contribute to an excellent educational environment. BJH recognizes that standards of proper dress and grooming affect the behavior of students at school. BJH’s commitment to preparing students for the future and the world of work includes teaching proper etiquette and maintaining proper dress standards. BJH, therefore, supports the Davis County School Board’s dress and grooming policies.

The Board of Education of the Davis School District has set the following standards for school dress and appearance. Any appearance in dress or other unusual change in appearance that causes disruption to the educational process may result in suspension or home study. Attempts will be made to notify the parent when the violation occurs so that substitute clothing may be brought from home. If substitute clothing is unavailable, the school may provide temporary clothing which satisfies dress standards. Points will be assigned to a student who violates the dress code. The

Bountiful Jr. High Community Council has reviewed the policy and endorses the following dress code.

#### Hair

All students shall wear their hair in a clean and well-groomed manner. No extreme hairstyles or colors are allowed. Hair color must be in natural occurring hair colors. Un-natural hair color and un-natural colored streaks in hair are not allowed.

#### Clothing

No inappropriate form or manner of dress shall be allowed at school or school sponsored activities. Clothing shall be of a modest design and not so extreme or slovenly that it may disrupt class work, cause disorder, or invade the rights of others.

- All students shall wear neat and clean clothing without any holes. Clothing shall also not be torn, ripped, or frayed.
- Shirts must be modest! They must have sleeves and not made of sheer or transparent fabric. Shirts must be worn that cover midriff and cleavage at all times whether sitting, standing, bending or leaning. In some cases, layered clothing may be needed to attain adequate coverage. Crop tops, tube tops and tank tops are not allowed. No bare shoulders or shirts off of the shoulder.
- Pants/jeans must be cuffed or hemmed, and may not drag on the ground. They shall be worn at a proper position at all times and not sag below the waistline.
- Students wearing pants/jeans that expose their underwear are in violation of the Safe School Policy. Students may not wear low cut jeans or pants. Underwear must never be exposed.
- Shorts, dresses, skirts should be no higher than 5 inches from the middle of the knee regardless if tights, leggings, etc. are worn underneath. Short-shorts, mini-skirts, and cut-offs and tight skirts and shorts are not allowed. Bike pants, spandex, or leotard knit tights are not allowed unless covered by a skirt or shorts (compliant with the 5 inches from the middle of the knee rule).
- Shoes must be worn. House slippers, bare or stocking feet are not permitted. Footwear with soft soles is not permitted.
- Outdoor coats shall not be worn in school. Students should leave their coats in their lockers.
- Clothing shall not be worn which displays obscene or suggestive words, pictures, slogans, and messages; is associated with gangs; or advertises illegal substances.
- Hats, headbands (wider than two inches), and bandannas are not permitted.
- Belts worn excessively long in the front or hanging on either side are not permitted.

- Clothing attachments which could be considered a weapon are prohibited; i.e., jewelry, gages, tapers, spikes on boots, chains or other jewelry with spikes or potential to poke or puncture are not allowed.
- Exaggerated cosmetics, body paint, coloring or writing on the body or on clothing are not allowed.
- Exaggerated body piercing will not be allowed. No noticeable facial piercing will be allowed.
- If hip hugger pants are worn, tops must completely cover front and back, sitting, standing or bending. Pants must be worn so that underwear is never exposed.
- Pajamas are not an appropriate form of clothing at school and are not allowed.
- No costumes are allowed on Halloween.
- No costumes or dress up are allowed on Valentine's Day, St. Patrick's Day or any other day. However, green can be worn on St. Patrick's Day as part of regular school clothing. No green hair.

**Emphasis should be placed on neatness, cleanliness, safety (no excessively oversized clothing), and modesty (no plunging necklines) in the personal appearance of students.**

**If a student is not in dress code compliance, and no one is available to bring appropriate clothing, substitute clothing will be checked out to the student. The student is expected to wash the clothing and return it to the office the following day. If clothing is not returned, the student will be assessed a \$5.00 fine.**

### **EAGLE ACADEMY**

*Eagle Academy* is an after-school program for 7<sup>th</sup>, 8<sup>th</sup> & 9<sup>th</sup> grade junior high students who receive an F grade in a core class (English, Math, Science or Social Studies) during a term. Davis School District requires all students to make-up credit for core classes in which an F is given. The *Academy* is held four afternoons a week for two weeks during each term following the grading period. A summer session for ninth graders is also held for those who fail a core class during 4 fourth term. Students who wish to participate in *Eagle Academy* must make arrangements through Mrs. Schieving in the Citizenship Office to attend and must pay a \$45.00 fee for each class. This program will help ninth grade students with credit recovery towards high school graduation

### **ELECTRONIC HARASSMENT**

Cell phone, text messaging, or any Internet site (i.e. MYSPACE, Face Book, etc.) communication which threatens harm or causes harm by impacting a student from

BJH is considered a criminal activity and **WILL NOT** be tolerated. Parent/guardian will be notified and the student suspended with referral to the police and District Case Management for possible alternate placement and/or expulsion. **Ref. 4.1.8 - District Safe and Orderly School Policy.** "The use of force which threatens harm or causes harm to the school or school property, to a person associated with the school, or property associated with any such person, regardless of where it occurs."

### **ELEVATOR**

Elevator keys will be available to students with a disability or injury. Please contact the office to check out a key as needed. A lost key will result in a \$10 fine.

### **EQUAL EDUCATIONAL & EMPLOYMENT OPPORTUNITY**

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

### **EXCESSIVE ABSENCE**

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 of 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.

Parents have the legal right to take a son or daughter out of school for any reason, but you do not have the legal right to violate the state and district mandatory attendance law, which requires 90% attendance. If a student is taken out of or misses school for reasons that are questionable and the time missed causes the student to be in violation of the law, the student can lose credit from the class or classes unless redeemed by attendance at summer school and/or district citizenship program at a cost to the student.

### **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.

### **FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT**

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:

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

*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 of eligible student of the decision and advise them of their right to a hearing regarding the request for amendment.

*Provide consent* before the school discloses personally identifiable information (PPI) from a student's record, except to the extent that FERPA authorizes disclosure without consent. Such exceptions include, but are not limited to:

- [a] school officials with legitimate educational interests;
- [b] other schools that have requested the records and in which the students seeks or intends to enroll or where student is already attending; or
- [c] 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 listings of their students.

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

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

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 inquiries may be sent to FPCO via the following email address:

[FERPA@ED.Gov](mailto:FERPA@ED.Gov)

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

### **FEES**

In 1986, the Utah State Legislature enacted legislation requiring local boards of education to designate and approve standardized district fee schedules. The Davis District School Board has approved the fee schedule for junior high students. The current fee schedule may be accessed on the Davis District web page or on Bountiful Junior High's web page.

According to State Board Policy C5(d), "*Fee waivers or other provisions (installment payments, etc.) are available to all students who are in state custody or receiving public assistance in the form of aid to dependent children, general relief, supplemental security income, or foster care, and others whose parents or guardians are financially unable to pay.*" Students who qualify for free lunch are also eligible. For classes requiring fees, additional fee information is available at the school office.

## **FIGHTING**

Fighting is not tolerated at school and will result in parental contact and/or detention and suspension from school. Fighting is a violation of the Safe-School Policy and may result in District action (Case Management).

## **FIRE ALARMS & DRILLS**

Fire alarm and evacuation drills are held on a regular basis and are established for the protection of the entire school. When the alarm sounds, all individuals in the school building are expected to *immediately* evacuate the building according to the evacuation map near each class doorway. Teachers will teach students the classroom exit route which is posted by each classroom door.

## **FOOD, CANDY, BEVERAGES**

Cafeteria food must be consumed in the cafeteria. All other food, candy, and beverages must be consumed in the cafeteria or West Commons (next to the Main Office). Food, candy and beverages (except for water) are not allowed in any other part of the building. This includes items sold during lunch for fundraising purposes. Students may have water in the halls and classrooms. For health reasons, opened containers cannot be stored in lockers.

## **GRADES**

Grades indicate student progress for that quarter and should be treated with great importance because they are placed on the permanent record of each student. It is also important to note that *Midterm Progress Reports* are **not** final grades, but are only progress reports designed to alert parents and students of possible problems before the final grade is issued.

<b><u>Progress Report</u></b>	<b><u>Date Issued</u></b>
1 <sup>st</sup> Term Mid-term Report.....	September 28, 2012
1 <sup>st</sup> Parent/Teacher Conferences.....	October 3 & 4, 2012
1 <sup>st</sup> Term Report Card.....	November 9, 2012
2 <sup>nd</sup> Term Mid-term Report.....	December 7, 2012
2 <sup>nd</sup> Parent/Teacher Conference.....	December 12, 2012
2 <sup>nd</sup> Term Report Card.....	January 25, 2013
3 <sup>rd</sup> Term Mid-term Report.....	February 19, 2013
3 <sup>rd</sup> Parent/Teacher Conference.....	February 21, 2013
3 <sup>rd</sup> Term Report Card.....	March 29, 2013
4 <sup>th</sup> Term Mid-term Report.....	May 3, 2013
4 <sup>th</sup> Term (Final) Report Card.....	June 7, 2013*

\*The last report card will be mailed home approximately one week after school is out for summer vacation.

Whenever questions arise on assignments or grades, or whenever a progress report is desired, students and parents are to first contact the TEACHER by appointment before or after school or during their preparation period. Office personnel do not have class/teacher information readily available to assist you.

Parents are also encouraged to make every effort to monitor their student's education. With hundreds of students assigned to a given teacher, it is critical that parents become the primary monitors of student progress. Teachers are encouraged to make every effort to contact parents when concerns with students arise, but this does not relieve parents of the responsibility of checking with teachers if they have any questions on grades or behavior. Whenever students are considering extra-curricular activities, it is especially advisable that parents become closely involved with their student's progress and grades.

Students have full responsibility for their behavior and academic progress. **If student infractions occur near the end of the term, teachers may assign a U citizenship grade without prior notice to the parents.**

It is important to remember that **9<sup>th</sup> GRADE CREDITS COUNT TOWARD HIGH SCHOOL GRADUATION!**

## **GRIEVANCE PROCESS**

If a student or parent feels there has been a violation, misinterpretation or inequitable application of a policy, or any other serious concern, the below listed procedure should be followed:

1. Discuss the grievance with the teacher or person at the school with whom the disagreement has occurred.
2. Provide a *written* appeal to the school administration to initiate the formation of a Grievance Committee.
3. If the parties fail to reach an agreement, the student and parent or guardian may request a review by the District Superintendent. Appeals shall be in *writing* and addressed to the Davis School District Superintendent.
4. If agreement is not reached, the student and parent or guardian may submit in writing a request for a hearing before the District Board of Education.
5. Nothing herein shall be construed to limit the rights of a student/parent/guardian to appeal to a court of law.

## **HALL CONDUCT**

Halls are an extension of the classroom. Behavior in the halls should reflect standards of safety and appropriate manners. Running, shoving, etc. violates the rights of others. Students in the halls during class periods are **REQUIRED to have a hall pass** or be under the direct supervision of a teacher. No inappropriate language will be tolerated in the halls and in the classrooms.

### **HALL PASSES**

Hall passes are only to be used for emergencies. Two hall passes per term per student and only **one student** is allowed on a hall pass at a time.

### **HARASSMENT/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.

**Cyber-Bullying**-is the use of cell phones, instant messaging, e-mail, chat rooms or social networking sites such as *Facebook* and *Twitter* to harass, threaten or intimidate someone. The *National Crime Prevention Council* defines cyber-bullying as “the process of using the Internet, cell phones or other devices to send or post text or images intended to hurt or embarrass another person.”

**Racial/Ethnic Harassment**-“Racial/Ethnic harassment” includes, but is not limited to: racial name-calling, use of racial slurs, taunting, and wearing or displaying racially offensive symbols or messages.

**Inappropriate Conduct of a Sexual Nature and Sexual Harassment**-“Sexual harassment” means unwelcome sexual advances, requests for sexual favors, other physical or verbal conduct or communication of a sexual nature and any other gender-based harassment, whether initiated by students, school employees, or visitors. Examples of sexual harassment include, but are not limited to the following:

- Sexual displays of affection
- Sexually explicit jokes, notes, pictures, “ratings lists,” rumors, and graffiti
- Catcalls and whistles
- Unwelcome and offensive touching of clothing
- Sexually suggestive dancing
- Sexually suggestive or degrading name-calling or gestures
- Profanity that is sexually suggestive, degrading, or based on stereotypes or preference

- Clothing with sexually obscene or explicit slogans or messages
- Possession or distribution of pornography (including sexually explicit Internet sites) of any kind.
- Harassment through phones, computers or email (*see cyber-bullying above*).

No form of sexual harassment by students, school employees, or visitors shall be tolerated. Immediately tell the person that their behavior is unwelcome and to stop. Victims of sexual harassment and persons with knowledge of sexual harassment are required to report the harassment immediately. Any criminal violation will be reported to the proper legal authorities. All complainants have the right to be free from retaliation of any kind. Retaliation will result in referral to our School Police Resource Officer.

**RESPONSE TO HARASSMENT/BULLYING:** Do not ignore harassment to you or others! If you feel you or someone else is being harassed or bullied:

1. Take charge by saying “I do not like it when you are harassing me and I want you to stop.”
2. If they harass/bully you again, explain that you will report it to a teacher or an administrator.
3. Tell a teacher or administrator.

### **WHAT HAPPENS IF SOMEONE HARASSES OR BULLIES OTHERS:**

#### **Level 1:**

- Parent is contacted by an administrator
- Lunch Detention
- 20 Discipline Points

#### **Level 2:**

- Parent is contacted by an administrator
- *No Contact Contract* signed between the bully and the victim
- 20 Discipline Points
- Student will view the harassment video and complete a written activity.
- In School Suspension



### Level 3:

- Parent is contacted by an administrator
- Suspended Home
- 50 Discipline Points
- Intervention with Counselor
- Possible referral to the Police Resource Officer and/or the Davis School District Case Management Team for a possible alternative placement.

If the harassment or bullying is major, such as sexual or violent, you need to report it immediately. Consequences for this type of harassment would automatically fall under Level 3 consequences. Those observing another person being bullied or harassed are asked to report it to a trusted adult at BJH or to fill out a form for the “Buddy Box” located in the Counseling Center. Parents, if you have concerns that your student is being harassed or bullied, please contact a school administrator (801-402-6000).

### HAZING POLICY

Hazing is any action taken or situation created that causes, or is likely to cause harassment, bodily danger or physical harm, serious mental or emotional harm, extreme embarrassment or ridicule or personal degradation or loss of dignity to any student or other person associated with the school. Hazing or initiation activities will not be tolerated and are grounds for suspension, expulsion, or exclusion.

### HONOR ROLL

The honor roll is computed for each term and identifies those students who have met the following criteria:

High Honor.....3.75 GPA or higher

Honor.....3.45 to 3.74 GPA

Citizenship..... H in 5 classes, no N's or U's

### ILLEGAL SUBSTANCES

Drugs, alcohol, tobacco are against the law and violators will be referred to the proper authorities. Possession, distribution of drug paraphernalia, imitation controlled substances, or being where drugs are being used or possessed is a violation of the Davis District Drug/Alcohol Policy. Students are subject to the disciplinary actions listed in this policy. Suspension, law enforcement referral, and parental contact are required. These actions are a violation of the Safe School Policy and will result in District interventions.

### ILLNESS

In the event a student becomes ill any time during the school day, the student must report the illness as soon as possible to the attendance secretary. The attendance secretary will contact a parent. **Under no circumstances should a student go to a restroom and stay there during a class period. Students who do not report an illness and are not in class will be marked truant.**

### INSURANCE

Insurance is an individual concern and is not carried or sponsored by the District. Students are encouraged to enroll in an insurance program if they do not already have one. An insurance company's information is available at the school and in the registration packet. Students involved in athletics must have some form of insurance coverage.

### LOCKERS

Lockers will be assigned at registration for each student. Students are responsible for the lockers assigned to them. **Students should not change lockers or partners once they are assigned.** Unnecessary damage, vandalism, etc. as well as writing on the locker is a student's responsibility and a fine may be assessed to take care of repair.

**Jammed lockers.** Jammed lockers must be secondary to class attendance. If a locker is jammed, first go to class to receive permission from your teacher to leave class prior to seeking help in un-jamming your locker. The office will NOT issue a Do Not Mark Tardy slip but will contact someone to assist with the problem.

**Security.** We advise each student to keep his/her locker combination *confidential at all times!* Combinations will only be changed *once* during the school year for a fee of \$5.00. Lockers should be kept locked at all times and valuables should be kept on your person or left at home. **The school is not responsible for any loss and strongly encourages each student to protect his/her valuables.**

**Property rights.** The U.S. Supreme Court has determined that lockers are the property of the school. Authorized school personnel may make locker checks, announced or unannounced.

Aerosol spray items, including deodorants, colognes, perfumes, etc. are not allowed to be stored in lockers due to respiratory health concerns.

### LOST & FOUND

Items lost can be checked for in the office. At the end of each term all items will be displayed for a day. All items not recovered at that time will be donated to charity.

### MAKE-UP WORK

When students are ill or have excused absences, parents may contact the Counseling

Office (801-402-6007) to have homework collected during the student's absence. Parents can also access homework through the school's website: <http://www.davis.k12.ut.us/404/site/default.asp> or email the teachers (See email addresses on page 3).

### **MEDIA CENTER**

The Media Center will be open before and after school and during lunch according to schedule. Books checked out will become the responsibility of the student for all damages and loss. Fines will be assessed for late books.

Media Center computers may only be used for educational purposes as outlined in the *Student Acceptable Use Agreement*, and only with permission of the Media Center Specialist.

### **MEDICATIONS**

Students requiring prescription or nonprescription medication to be administered by school personnel must meet the following guidelines.

1. The parent or legal guardian has provided a completed, current, signed, and dated, "Authorization of School Personnel to Administer Medication" form providing for the administration of medication to the student during regular school hours. A current photograph will also be provided and attached to the request. The request must be updated, at least, on a yearly basis, or whenever a change is made to the administration of medication.
2. The student's licensed medical provider has also provided a signed and dated "Authorization of School Personnel to Administer Medication" form describing the method, amount, and time schedule for medication administration and the side effects that may be seen in the school setting from the medication.
3. The medication is delivered to the school by the student's parent/guardian or other responsible adult. A one week supply or more is recommended.
4. The prescription medication is in a container that has been properly labeled by a pharmacy.
5. The nonprescription, over the counter, medication is in the original container and clearly labeled with the child's name and dose, per doctor's order, on the container. A one-week's supply or more is recommended.
6. The medication is an oral medication, inhalant medication, eye or ear drop medication, gastronomy, rectal, or topical medication, Epi-pen, or glucagons and Insulin. Medications requiring other routes (IV and/or other injectable medications) cannot be administered by school personnel.
7. Prescription and/or nonprescription medication specified in a student's IEP or 504-accommodation plan will be administered as outlined in the plan.

**Note: Student Self-Administration of Medication**

This policy does not prohibit a student from carrying his/her own medication to school in instances where the student's maturity level is such that he/she could reasonably be expected to appropriately administer the medication on his/her own. In such instances, **the student may carry one day's dosage of medication on their person**. Any misuse of such medication by the student may be subject to disciplinary action under the District's Safe and Orderly Schools Policy (see page 36).

### **OFFICE**

Office hours are Monday - Friday, 7:30 AM to 3:30 PM. The office is for school business and requires the assistance of everyone for us to conduct business in an orderly manner. No personal checks will be cashed, and checks to the school must be for the exact amount of the fee only. The office is used for checking in/out of school. Students who have been absent or tardy need to check with the attendance secretary before going to class.

### **PLAGIARISM - CHEATING**

*Plagiarism* is to use or copy the writings or ideas of another person and present them as your own. Students guilty of plagiarism will receive a zero on the assignment and receive an unsatisfactory citizenship grade in the class. Students who willingly share their work for the purpose of having another student copy will receive the same consequence as the student who copies.

### **RELIGIOUS EXPRESSION IN PUBLIC SCHOOLS**

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

### **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:

- a) Protected information surveys designed to be administered to student; 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. Bountiful Junior 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 inquiries may be sent to FPCO via the following email address:

[PPRA@ED.Gov](mailto:PPRA@ED.Gov)

### **SCHOOL HOURS**

School is from 8:10 AM to 2:55 PM Monday through Thursday. School is from 8:10 AM to 2:00 PM on Friday. Students should not be in the building prior to 7:30 AM and should be out of the building by 3:15 PM (2:15 PM on Friday) unless involved in a school-supervised activity or unless they are accompanied by a parent. Custodians cannot open a teacher's room or any other secured area of the building. The building will not be opened until 7:30 AM.

### **SICKNESS**

Your child's care is of vital importance to us. Please keep your child's emergency card current with telephone number and address to reach a parent or responsible adult. **If a student feels sick at any time during school hours he/she needs to report to the attendance office for assistance.** Any student who needs to be

excused from Physical Education **MUST HAVE A NOTE FROM HIS/HER DOCTOR** given to the P.E. teacher. Students who do not notify a teacher or report into the office when ill, and instead, remain in a restroom or leave the building without checking out, will be marked truant.

### **SKATEBOARDS, ROLLERBLADES, SCOOTERS**

**These items are NOT allowed on Bountiful Junior High property at any time, 365 days a year.** Violations of this policy 30 minutes before or after school will be handled by the school and referred to the police. Use of these items on school grounds may result in the school confiscating the item and returning it to a parent or guardian. Violations at other times will be handled by the Bountiful City Police.

### **SNOWBALLS**

Because BJH students must often walk between buildings, as well as walk outside before and after school, **throwing snowballs and/or other items that may cause injury or damage will not be permitted.** Students should not roll in, track through, or play in the snow. Students involved in these activities will be disciplined and possibly suspended.

### **STANDARDS & ELIGIBILITY**

All students wishing to participate in student government and athletic or other activities must be enrolled as a full-time student at BJH. Participation in interscholastic athletics, cheerleading, student government, student clubs, and other extra-curricular 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 extra-curricular activities during the period of discipline and will not be afforded due process procedures to challenge the denial of participation. All students must meet academic and citizenship requirements based on Bountiful Junior High's Constitution (p. 38). Students who have 50 or more discipline points will not be allowed to try out or participate in student government, athletics, cheerleading or other extra-curricular activities including assemblies and field trips.

Any officer, cheerleader, or athlete found in possession of or using tobacco, drugs, and/or alcohol will be removed immediately from office/team, and will be subject to disciplinary action by the school. (Refer to the BJHS Constitution on page 38).

### **STANDARDS COMMITTEE**

The Standards Review Committee will consist of an administrator, counselor, PTA representative, student officer, and faculty member involved with the point in question. Questions concerning eligibility are to be presented in written form to an administrator, stating reasons. District policy will be followed but will allow

probationary students an opportunity for improvement. Changes need to be taken care of within 30 days after the grades are distributed. Committee decisions are final.

### STEALING/THEFT

Consequences for stealing may include: parent conference, restitution, detention, referral to counselors, referral to the police, ISS, suspension, or a recommendation to the District Case Management Team.

### TARDY POLICY

Teachers are responsible to establish and administer a policy for dealing with students who are tardy. Refer to each teacher's course disclosure for tardy policies. Tardies may result in the following: discipline points, lunch detention, after school detention, ISS, out of school suspension, or withdrawal from the class. Four or more tardies in any one class will result in a U in citizenship in the class.

- **2 tardies** You will be notified by your teacher that you have two tardies and that the next one may result in an "N" in citizenship.
- **3 tardies** You are sent to I.S.S. to contact your parents, probable N. You will receive 15 discipline points for the 3 tardies.
- **4 tardies** You are sent to I.S.S. to contact your parents, probable U. You will receive 5 discipline points and elect to spend 45 minutes in after school detention or 2 lunch detentions.
- **5 or more** You lose hall pass privileges for a term, and receive 5 additional discipline points for each tardy. You will also eat lunch in lunch detention for that week.

**NOTE:** During periodic hall sweeps by the administration, students will be assigned 10 points for being late to class. Tardy reports will be run at mid-term and at the end of term and students will receive discipline points and consequences for 3 or more un-reported tardies for the term. Parents will also be notified. Being late more than 10 minutes will be recorded as an absence. Tardies will be cleared if a student submits medical documentation.

### TELEPHONES

Office phones are available for student use. Due to the number of students enrolled, it is very difficult to get messages to students. Please call only in an emergency and office staff will notify your student. **Please do NOT call or text your student on his/her cell phone during class time.** Students are allowed to access their cell phones before/after school and at lunch. No phone is available in the building after 3:30 PM.

### TEXTBOOKS

Students who lose or damage a textbook will be assessed a fine. Misuse or abuse will result in an automatic fine, rebinding costs, or the pro-rated book replacement cost.

### TOYS/PLAYTHINGS

Toys, laser pens, recreational items, and anything similar that could be disruptive in a class, are not permitted because they interfere with education. They will be taken away and parents must make arrangements to pick them up in the office. **Students should not bring articles to school that will not be used in the educational process.**

### TRUANCY PROCEDURES

Students are considered truant when they are out of class or school without official permission from a parent/guardian, teacher or administrator in the school. It is a violation of the state law to be absent without being excused from school. A student should not be removed from school other than for illness or related problems, medical appointments, or emergencies. Parents taking a student out of school for other reasons than above are in violation of state law.

<b>1<sup>ST</sup> occurrence</b>	a.	Administrative conference with student to explain process.
	b.	Parent contacted—20 discipline points
	c.	Level form signed.
	d.	Warning truancy citation issued
<b>2<sup>nd</sup> occurrence</b>	a.	Administrative conference with student
	b.	Parent contacted – 20 discipline points
	c.	Step Two on form signed
	d.	Truancy citation issued, \$10.00 fine
<b>3<sup>rd</sup> occurrence</b>	a.	Administrative conference scheduled with student and parent
	b.	20 discipline points
	c.	Step Three on form signed
	d.	Truancy citation issued, \$15.00 fine
<b>4<sup>th</sup> occurrence</b>	a.	Parent contacted
	b.	Referral to Local Case Management Team
	c.	Truancy citation issued, \$20.00 fine
	d.	20 discipline points
<b>5<sup>th</sup> occurrence</b>	a.	Parent contacted by phone and certified mail
	b.	Truancy Citation issued, \$25.00 fine
	c.	20 discipline points
	d.	Parent contacted
<b>6<sup>th</sup> occurrence</b>	a.	Parent contacted
	b.	Referred to Davis School District
	c.	Truancy Citation issued, \$25.00 fine
	d.	Parent contacted
<b>7<sup>th</sup> or more</b>	a.	Parent contacted
	b.	Referred to Davis School District and Juvenile Court
	c.	Truancy Citation issued, \$25.00 fine
	d.	Parent contacted

**Students will be required to make up all missed class work with the teacher reserving the option to accept for credit.**

**7<sup>th</sup> and 8<sup>th</sup> grade students will receive an after school detention for each period of truancy up to 7 periods. If a student is absent for the entire day, he/she will be assigned an all-day ISS for the following day. 9<sup>th</sup> grade students will receive an after school detention for each period missed on the first truancy, and on subsequent truanies, they will be required to complete 4 hours of community service for each truancy.**

A student who is truant from a class will be contacted by an administrator and will receive a U as their citizenship grade in that class. Ninth grade citizenship make-up credit for a truancy can be done through attending an after school citizenship class, or a four hour community service program. All make-up choices require the payment of a fee.

*Anyone who misses school in defiance of earnest and persistent effort on the part of his parents and school authorities, is an habitual truant. The school and district administration may refer an habitual truant to court. (Utah Code Annotated, 53A-11-103)*

### **VANDALISM**

Vandalism will be referred to the police or the district, and/or fines will be assessed. Vandalism in any form will not be tolerated. Rewards offered to the students for providing information will be paid by the offender.

### **VENDING MACHINES**

Vending machines will be open before and after school and during lunch. Items purchased during class or during transition time between classes will be taken away. Machines will be in operation only as long as students pick up cans and wrappers. Vending items and beverages may only be consumed in designated areas or they will be taken away. People who vandalize the machines will be reported to the vending machine company for possible legal actions.

### **VISITORS**

Bountiful Junior High has adopted and enforces a policy of **NO STUDENT VISITORS**. The school does **NOT** issue *Visitor Passes* for friends or relatives to attend classes with students. Students from other schools, including high schools are **NOT** allowed on campus unless they are here on official business and have been cleared through the office. Students who fail to follow this policy may receive a trespassing citation, and may lose the right to be on BJH property.

### **VULGAR LANGUAGE SWEARING**

Any language or behavior which is foul, profane, vulgar, abusive, or the use of derogatory racial language is prohibited. Violations of this policy will result in parent contact, student conference, detention, ISS and/or suspension.

## DAVIS DISTRICT SAFE SCHOOLS NOTICE

### **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.

### **DISRUPTION OF SCHOOL OPERATIONS**

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

### **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.

### **DUE PROCESS**

When a student is suspected of violating Bountiful Junior High School or District policy the school administrator must meet with and inform him/her of the allegations and provide the student the opportunity to give his/her version of the incident. If the school administrator determines sufficient evidence exists to impose discipline the school administrator shall notify the parent 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.

### **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, including but not limited to bullying, hazing, or sexual, racial, ethnic, religious, or disability-related harassment. Student Sexual Harassment Policy 5.3 UNACCEPTABLE CONDUCT: unwelcome or offensive public display of affection, including kissing, making out, groping, fondling, petting, inappropriate touching of oneself or others, sexually suggestive dancing and messages. Any unwelcome communication that is sexually suggestive, degrading or implies sexual motives or intentions. **Bountiful Junior High's harassment/bullying policy may be found on page 24 of this handbook and at <http://www.davis.k12.ut.us/404/site/default.asp> or a copy may be obtained in the school office.**

### **SAFE & ORDERLY SCHOOLS**

It is the policy of the Davis School District and Bountiful Junior High School to promote a safe and orderly school environment for all students and employees. Criminal acts or disruptive behavior of any kind will not be tolerated and any individual who engages in such activity will be subject to school disciplinary action as determined by school administrators, District disciplinary action as determined by the 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.

### **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 Bountiful Junior 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.

### **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.

### **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 weapons 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 "weapon," explosive," and "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.

## BOUNTIFUL JUNIOR HIGH SCHOOL'S CONSTITUTION

### PREAMBLE

*We the People* of Bountiful Junior High School, in order to form a more productive student body, to establish the opportunity for equality, to foster a spirit of unity and promote the general welfare of all, to enhance the relationships between the Administration, Faculty, and Students, to provide a system of self government wherein each student is afforded an opportunity for the development and practice of good citizenship, do ordain and establish this constitution for Bountiful Junior High School.

### ARTICLE I: ORGANIZATION

#### SECTION A: NAME

The organization will be known as the Student Body and Faculty of Bountiful Junior High School.

#### SECTION B: AUTHORITY

This constitution and its authority and officers shall exist at the will and discretion of the Administration of Bountiful Junior High School. All members of this school will follow the rules and regulations stated by the Davis County Board of Education.

#### SECTION C: MISCELLANEOUS

1. The official colors of this school will be royal blue and white.
2. The official song will be "O Bountiful..."
3. The official mascot of this school will be the Eagle.
4. Students at Bountiful Junior High School are granted all the rights, duties, and privileges of students as long as they follow the rules and safe school policies as stated in the School Handbook and outlined by the Davis Safe School Policy.

### ARTICLE II: REQUIREMENTS AND ELIGIBILITY FOR STUDENT GOVERNMENT OFFICERS, CHEERLEADERS, AND ATHLETES

#### SECTION A: ELIGIBILITY OF STUDENT GOVERNMENT OFFICERS

1. Beginning with the 2010-2011 school year, students may serve as a student body officer for a maximum of 2 years.
2. To run for office, students must have a 3.00 grade point average for each of the previous three terms, with no "F" grades. To run for office, students may have a total of one "N" and cannot have a "U" citizenship grade during the combined previous three terms.
3. Student body officers must maintain a 3.00 grade point average with no "F" grades for each term while in office. If a student body officer fails to maintain a 3.00 grade point average on a midterm or term report card or earns an "F" grade on a midterm or term report card, the student will be referred to the standards committee.
4. If a student body officer earns one or more "N"s on their midterm or term report card the officer will be referred to the standards committee.
5. If a student body officer earns a "U" on a midterm report card or a term report card, the officer will be referred to the standards committee.
6. Student Body Officers may not have 50 or more discipline points.
7. Student Body Officers must follow all school rules in the Student Handbook. Failure to do so could result in being placed on probation or a meeting with the standards committee. The standards committee could immediately remove the student body officer from office, place the student on probation for a specified period of time, or reach any decision they feel is consistent with school standards.

#### SECTION B: ELIGIBILITY OF CHEERLEADERS

1. Cheerleaders must be in 8th or 9th grade while serving.
2. Cheerleaders may be male or female.
3. To be eligible for tryouts, students must have a 3.00 grade point average for each of the previous three terms, with no "F" grades. To be eligible for tryouts, students may have a total of one "N" and cannot have a "U" citizenship grade during the combined previous three terms.
4. Cheerleaders must maintain a 3.00 grade point average with no



“F” grades for each term while serving as a cheerleader. If a cheerleader fails to maintain a 3.00 grade point average on a midterm or term report card or earns an “F” grade on a midterm or term report card they will be referred to the standards committee.

5. If a cheerleader earns one or more “N”s on their midterm or term report card the student will be referred to the standards committee.

6. If a cheerleader earns a “U” on a midterm report card or a term report card, the student will be referred to the standards committee.

7. Cheerleaders may not have 50 or more discipline points.

8. Cheerleaders must follow all school rules in the Student Handbook. Failure to do so could result in being placed on probation or a meeting with the standards committee. The standards committee could immediately remove the cheerleader from office, place the student on probation for a specified period of time, or reach any decision they feel is consistent with school standards.

#### SECTION C: ELIGIBILITY FOR ATHLETES

1. To be eligible to tryout, all athletes will be required to maintain a 2.00 grade point average for the previous term. To be eligible to tryout, athletes may have one “N” or one “F” but not both for the previous term. To be eligible to tryout, athletes may not have a “U” for citizenship the previous term.

2. All athletes will be required to maintain a 2.00 grade point average while on a sports team. Failure to do so will result in the student being removed from the team.

3. Athletes may have one “N” or one “F” but not both while on a team. Athletes may not have any “U” for citizenship while on a team. Failure to meet these standards will result in the student meeting the standards committee.

4. Athletes may not have 50 or more discipline points.

5. Athletes must follow all school rules in the Student Handbook. Failure to do so could result in being placed on probation or a meeting with the standards committee. The standards committee could immediately remove the athlete from the team, place the student on probation for a specified period of time, or reach any decision they feel is consistent with school standards.

#### ARTICLE III: ELECTION FOR OFFICERS, PROBATION TERMS, AND STANDARDS COMMITTEE

##### SECTION A: ELECTIONS OF STUDENT GOVERNMENT OFFICERS

1. All elections will be held in the spring on dates determined by the Faculty Advisor and approved by the administration. A Primary Election may be held at the discretion of the Advisor (in case of a very large number of candidates).

2. Each candidate must get a petition signed by a School Counselor to certify that the student is eligible for office. Students who wish to run for office must be approved of by the Faculty Advisor.

3. The petition must be signed by at least 20 students. The petition will be returned on a date determined by the Faculty Advisor.

4. There will be 100 points possible for the election: 50 points from popular vote, 35 points from assigned portfolio and election etiquette and 15 points from the interview. Students receiving the most total points are elected. In the case of a tie score in the final election, a re-vote will be held the following day.

5. Election portfolios will be judged by a panel chosen by the Faculty Advisor and approved by the Administration. The panel must include a current student officer, the Faculty Advisor, and an administrator. Candidates will receive a number so that the portfolio will be judged anonymously.

6. Interviews will be conducted by a panel chosen by the Faculty Advisor and approved by the Administration. The panel may include a current student officer, the Faculty Advisor, and an administrator. If necessary, others may be included.

7. Final elections will be held no later than one week after campaigning begins.

8. All candidates will campaign in a manner approved of by the Faculty Advisor. Elections will be conducted by the Student Government Officers under the direction of the Faculty Advisor.

## SECTION B: PROBATION FOR OFFICERS AND CHEERLEADERS

1. Officers and cheerleaders will meet with the standards committee if they do not follow the requirements stated in Article II. The standards committee could immediately remove the student body officer or cheerleader from office, place the student on probation for a specified period of time, or reach any decision they feel is consistent with school standards.
2. Officers and cheerleaders must have an approved excuse to miss a game.
3. Officers and cheerleaders can miss 3 games each semester with an approved excuse.
4. If any of these rules are violated, the student will meet with the standards committee.
5. If officers or cheerleaders violate school rules or the Davis Safe School Policy, they will meet with the standards committee. The standards committee could immediately remove the student body officer or cheerleader from office, place the student on probation for a specified period of time, or reach any decision they feel is consistent with school standards.
6. Officers and Cheerleaders will only be allowed one probationary period for the year.

## SECTION C: STANDARDS COMMITTEE

1. The Standards Committee will consist of an administrator, a counselor, the teacher involved, and the appropriate Faculty Advisor. Parents are encouraged to attend, but will not have a vote.
2. The principal, or whomever they appoint, will be the Head of the Committee.

## SECTION D: STUDENT COUNCIL

1. A representative shall be selected in every Advisory period to participate in the Student Council.

2. Meetings will be held the first Tuesday of each month during the Advisory period.
3. The Faculty Advisor and an administrator, if possible, will attend.

## ARTICLE IV: DUTIES OF STUDENT BODY OFFICERS AND OATH OF OFFICE

### SECTION A: DUTIES OF STUDENT BODY OFFICERS

1. Duties will be to organize dances and assemblies, attend games, and any other duties appointed by Faculty Advisor or Administration.

### SECTION B: OATH OF OFFICE

1. All newly elected student officers will be required to take the Oath of Office before the student body during an assembly or at a time and place deemed appropriate by the Faculty Council over Student Government. The oath will be given by an out-going officer of that grade.
2. The Oath of Office will be: I (full name of student), having been duly elected to the office of (full name of office), do promise to uphold the Constitution of Bountiful Junior High School, set a high standard and example for the student body of this school, and do my best to carry out the entire duties of my office.

## ARTICLE V: CONSTITUTIONAL AMENDMENTS

### SECTION A: AMENDMENT PROCESS

1. The proposed amendment will be submitted in writing to the Principal/Assistant Principal to be considered at the next Student Council meeting.
2. If a majority of Student Council Members recommend approval of the amendment, the proposed amendment will be forwarded to a meeting of the Faculty Department Chairs and Student Body Officers. The Principal will chair the meeting. If 2/3 of the members present recommend approval of the proposed amendment, the amendment will immediately become part of the Constitution.

3. The individual proposing the amendment will be invited to each of the above meetings.

SECTION B: ADOPTION OF THIS CONSTITUTION

This Constitution will become effective for the 2009-2010 school year after its approval by the Principal, Assistant Principal, and the combined majority vote of the Faculty, Student Government, and Community Council. Upon approval, this Constitution supersedes all previous Bountiful Junior High School Constitutions.

Signed June 2, 2009

Students of 8<sup>th</sup>/9<sup>th</sup> grade Civics Class  
Brayden Wilcox-President  
Eliza Thacker-Secretary

Authors of the Bountiful Junior High School Constitution:

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