ROOSEVELT JUNIOR HIGH SCHOOL

HANDBOOK 26-27

WELCOME TO ROOSEVELT JUNIOR HIGH SCHOOL!

The administration, faculty, and staff are excited to have you here and look forward to working with you this year. We ask that you read this handbook with your parents and become familiar with its contents. This handbook has been created to help you become more organized and successful in your learning efforts here at RJHS. If you use it effectively, you will always be aware of school policies, procedures, and other important information.

Learning is Our Top Priority at Roosevelt Junior High School. Best practices of teachers, combined with committed effort from students and support from parents and the community, will ensure that learning takes place at a high and efficient level. RJHS has implemented positive behavior programs to reinforce this learning goal. These programs recognize the positive conduct of students and staff while encouraging all to show respect and kindness.

Behaviors that are disrespectful, unlawful, and dangerous/harmful to self or others will be addressed by the classroom teacher, counselor, resource officer, or administration and may result in disciplinary action or a law enforcement referral. All students have the right to learn, and all teachers have the right to teach in a safe and respectful atmosphere. Any student disrupting the learning and teaching process is in violation and will be dealt with accordingly. The Duchesne County School District School Board creates/approves policy to ensure a safe environment. Administrators at RJHS ensure the policies are followed.

Download our School and District app to stay current with notifications and activities throughout the school year. Go to your app store on your phone and search Duchesne County, SD, UT.

Please take the time to read this handbook. It will become a useful tool for you this year. Let us know how we can be of help and support to you.

Yours in learning the Rough Rider way,

Aubrey Yack- Principal

Christina Hurley- Vice Principal

Mechelle Hansen- Vice Principal

CIVILITY CLAUSE

At our school, we are committed to maintaining a safe, respectful, and positive learning environment for all students, staff, families, and community members. Civility is expected in all interactions, whether in person, by phone, through email, on social media, or during school events and activities.

All members of the school community are expected to:

- Treat others with courtesy, dignity, and respect.
- Communicate concerns calmly and constructively.
- Refrain from the use of profanity, insults, intimidation, harassment, threats, or aggressive behavior.
- Work collaboratively to support student learning and well-being.
- Respect differences of opinion and engage in problem-solving appropriately.

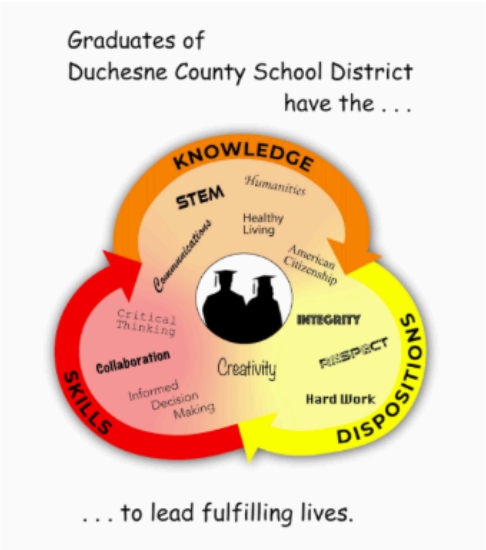
Disruptive, abusive, threatening, or harassing behavior toward students, staff, volunteers, or other families will not be tolerated. It may result in being asked to leave school grounds and/or restricted access to school property, meetings, activities, or communication channels, in accordance with applicable laws.

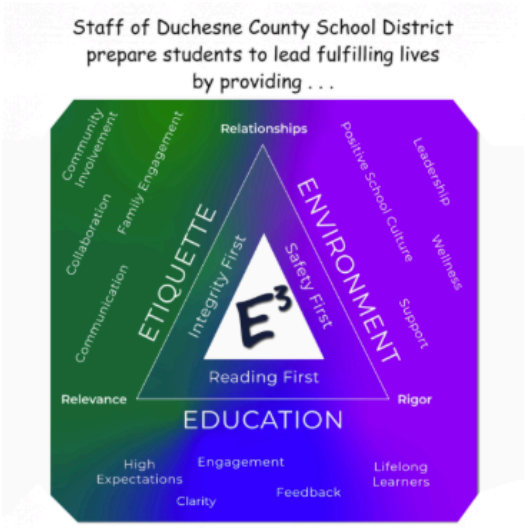
Our school believes that positive partnerships between families, students, and staff are essential to student success, and we appreciate all members of our community helping maintain a culture of respect and professionalism.

Duchesne County School District

Mission

Educators persistently engage students in gaining the knowledge, skills, and dispositions to lead fulfilling lives.





Accountability - Based Competency System

Accountability

(All Schools)

As we separate the reporting of accountable behaviors and academics, we recognize that we need to make accountability grading more clear for parents. Therefore, families will be provided with a rubric of how the accountability grade will be earned. The categories of accountability will also be recorded on the report card and in powerschool.

The three areas of accountability are:

COMPACT: This grade will be based on a matrix which combines the number of classes missed and the academic grade. The better the grade, the more slack a student gets on attendance.

CONDUCT: Each student will be on a specific conduct level in each class. Students can work to improve their level with improved behavior.

CLASSWORK: Assignments must be completed at competent levels to receive a good accountability grade. Each teacher will decide whether to use this aspect of accountability. If they choose to grade classwork, they will record this in the “Assignments” section of powerschool. Each assignment will simply be marked “completed” at competent levels or it will not.

Academics

(Elementary Schools)

Students will still be given a regular grade on all 25-40 priority standards just like we have been doing for the past several years.

However, we will now also add the requirement that 5-7 of the most vital competencies per grade must be passed to move on. Each student will be provided with the time and resources they need in order to learn.

If an elementary student is struggling with a particular vital competency, teachers will partner with parents to develop a plan going forward to help the student gain the necessary skills.

We are intentionally separating academics from behaviors so that parents will get a true indication of how their child is attaining the learning standards.

(Secondary Schools)

Students in junior high will participate in the academic portion of the ABCs by passing vital competencies and also by delivering a Defense of Learning.

Students in high school will participate in the academic portion of the ABCs beginning with the 2028-29 school year.

Duchesne County
School District

ACCOUNTABILITY SYSTEM

BE PRESENT ↔ BE ENGAGED ↔ BEHAVE

Attending class is vital to learning at high levels because teachers are preparing meaningful and relevant lessons that can't just be made up later. The discussions and the real-time corrections that happen in class provide the depth of learning that can only come by being there.

Plus, success in your future career will depend on you being where you are supposed to be.

Active Participation in class is crucial to gaining the knowledge and skills necessary to a fulfilling life. It is not enough to merely show up. Engaging in the lessons each day will be the catalyst for learning and it will enrich the experience exponentially.

Plus, it just makes school more enjoyable when you are active and doing rather than simply sitting there

Courtesy is an attribute that is deeply appreciated by everyone. Your conduct at school has a big impact on how well other students are able to learn. When you behave as expected, our whole school runs better and it makes it a more positive experience for students and staff.

Plus, conducting yourself appropriately builds respect from others. You develop a good reputation that helps you greatly.

Accountability is the bedrock of a thriving school system.
We challenge our students to take ownership of their learning by being present, staying engaged, and maintaining positive conduct.
We challenge our families and staff to support students in their efforts.
When adults and students commit to high standards of accountability, we create a culture of excellence that helps us all to lead a fulfilling life.

Part of our ABCs
(Accountability Based Competency System)

ACADEMIC ACCOUNTABILITY

Academic Information, Academic Integrity, and Academic Dishonesty

Academic integrity involves committing to and demonstrating honest behavior in schoolwork and the academic setting. It means completing your own work and giving proper credit to others, including generative artificial intelligence tools, by citing their ideas or words appropriately.

Academic dishonesty is any action in an educational environment that compromises the evaluation process or the integrity of academic work. Academic dishonesty includes but is not limited to, behaviors such as cheating, plagiarism, doing another student's classwork, providing assessment answers to others, deception, unauthorized use of technology, or any other actions that unfairly enhance one's academic performance or disadvantage others. If you have questions about academic integrity or academic dishonesty, you should discuss them with your teacher or administration.

Any form of academic dishonesty may result in disciplinary consequences and/or a failing grade on the assignment, assessment, or course. At the discretion of the teacher and administration, students may be provided an additional opportunity to demonstrate their learning through an alternative assignment, reassessment, or restorative process. Additional opportunities are not guaranteed and may depend on the severity and frequency of the academic dishonesty, as well as the student's willingness to take responsibility and correct the behavior.

Artificial Intelligence (¥)*:*

As emerging technologies like artificial intelligence (AI) and Natural Language Processing (NLP) become more prevalent, our District is proactively developing principles to guide the safe, effective, and responsible use of these tools for student learning.

Artificial Intelligence (AI) refers to technologies that perform tasks typically requiring human intelligence, including but not limited to:
• Generative tools (e.g., ChatGPT, DALL·E, Google Gemini)
• Predictive analytics
• Automated grading systems
• Adaptive learning platforms
• Chatbots and voice assistants

DCSD-approved AI tools may be used for educational purposes with teacher approval. Students must not use AI to cheat, plagiarize, or misrepresent their own work.

The following uses of AI are prohibited:
• AI-generated content submitted as original student work without disclosure
• Use of AI to impersonate staff, students, or district communications

• Use of AI to generate inappropriate, harmful, or discriminatory content
• Use of AI for surveillance without explicit district authorization

AI use must support, rather than undermine, academic honesty. Teachers may establish classroom-specific rules regarding AI usage, and students are expected to disclose the use of AI tools when required.

Violations of this policy may result in disciplinary action in accordance with existing district policies for students, staff, or contractors.

Coursework

Duchesne County School District encourages a school-student-parent partnership to help teach student responsibility and raise student achievement. Parents and students are asked to check grades online and reach out to the classroom teacher with any questions or concerns.

Student Responsibility

- Be prepared for class. Bring completed assignments and tools needed to complete daily class work.
- Plan time at home to read, review, and study each day.
- Organize your work. Establish a schedule for homework completion.
- Seek assistance from teachers or parents when you need help.
- Check grades online.
- It is the student’s responsibility to follow up on their make-up homework plan when they return from any absence.
- It is the student's responsibility to make up missed work and/or retake assessments within the time frame of each teachers’ policy.

Family Responsibility

- Be sure your child is on time and prepared for school each day.
- Check in with your child regularly regarding any coursework and/or grades.
- Seek assistance or advice from your child’s teacher as needed.
- Check grades online.

Grading

3.0

Duchesne County School District

Accountability Grading Proficiency Scale

Be Present! Be Engaged! Behave!

- Beginning with the 2024-25 School Year:
  - Accountability grades will be recorded on the report card.
  - Programs, rewards, and/or extracurricular eligibility are impacted.
  - Study Hall and/or other interventions will be required for those in yellow/red on the compact matrix.
- Beginning with the 2026-27 School Year:
  - No academic credit toward graduation is awarded if any of the Accountability grades are a U.
  - The U can be made up, and academic credit awarded, if the required conditions are met. School administrators will determine the conditions/contract based on severity.

	Compact Grade	Conduct Grade	Classwork * Grade
H (Honors)	☐ **H** (Blue) metric	☐ On Level 0	☐ All/almost all work is competently completed (90-100%)
S (Satisfactory)	☐ **S** (Green) metric	☐ On Level 1	☐ Large majority of work is competently completed (70-89.9%)
N (Needs Improvement)	☐ **N** (Yellow) metric	☐ On Level 2 or 3 *(at 3, teachers create an intervention plan)*	☐ Most work is competently completed (50-69.9%)
U (Unsatisfactory)	☐ **U** (Red) metric	☐ On Level 4 or Worse *(must include admin and a contract)*	☐ Most work is NOT competently completed (0-49.9%)
Source	*Compact Matrix (Absences & Grade)*	*Conduct Level Chart*	*"Assignments" in Powerschool*
Make Ups?	*Yes. Get the Grade Up*	*Yes. Improve the Level*	*Yes. Get the work done at competent levels.*

* *Classwork grades are only for those teachers who use "collected" for the "assignments" in Powerschool. Teachers establish the cut score for each assignment at a "competent" level with modifications for those with an IEP. There must be a minimum of 6 "assignments" in Powerschool for this grade to be given.*

(3.0 Updated: June 1, 2026)

Study Hall

Study Hall is a District requirement to help students receive quality interventions from qualified teachers to increase their understanding of educational concepts they missed while absent. When a student has missed school, and has a low grade, students will attend study hall to make up missed work. Study Hall will be provided during lunch and after school.

See attached Compact Grading Matrix.

ATTENDANCE/ACCOUNTABILITY POLICY

Students are expected to be in attendance and punctual. For students to be successful at RJHS, they must be in class on time, on task, and working. Most students do this. For the students who choose not to do this and disrupt others' learning, there are consequences. Below are the consequences for students' inappropriate behaviors.

Tardies

Tardies will be handled in the following manner for *each* semester:

- **1st Tardy:** Teacher records tardy.
- **2nd Tardy:** Teacher records tardy and the student is informed of receiving a second tardy.
- **3rd Tardy:** Teacher records tardy and emails administration. Teacher warns the student the next tardy will result in one lunch detention. Administration contacts home.
- **4th Tardy:** Teacher records tardy, and sends the students to the office with the red tardy slip. Administration assigns one lunch detention. Parents are contacted.
- **6th Tardy:** Teacher records tardy and the student is referred to the counselor to receive Why Try training. Parent/Guardian is notified by the counselor.
- **12th Tardy:** Teacher records tardy and the student is referred to administration. Student is suspended in school (ISS) for one school day. The student may be required to attend, with administration, a reinstatement meeting accompanied by a parent/guardian prior to his/her return to school. During this meeting, the student will be placed on a conduct contract.

*Tardies 1-4 will be totaled from each individual class/teacher. Consequences for tardiness 12 will be totaled from all classes. Random hall sweeps will periodically be made throughout the day. Any student without a Digital Hall Pass in his/her possession will be considered tardy/truant.

Attendance Requirements 5.0220 ¥

5.0220.01 DEFINITIONS

1. Absent
   "Absence" or "absent" means the failure of a school-age child assigned to a class or class period to attend at least half of the class or class period as defined by the District. It does not mean multiple tardies used to calculate an absence for the sake of a truancy. *Utah Admin. Rules R277-607-2(1) (March 10, 2025)*
2. Parent Excused
   When a student is absent from school for any reason, it is required that a parent or guardian contact the designated school official concerning said absence. If no excuse is provided within three school days, then said absence will be considered unexcused. In elementary schools, this may lead to a compulsory education violation. In secondary schools, this may result in a truancy.
   "Valid excuse" means:
   A. an illness, which may be either mental or physical, regardless of whether the school-age child or parent provides documentation from a medical professional;
   B. behavioral health of the school-age child;
   C. a family death;
   D. an approved school activity or suspension;
   E. an absence permitted by a school-age child's: individualized education plan; or section 504 accommodation plan;
   F. Any reason made pursuant to Section 53G-10-205 or 53G-6-803(5).
   Utah Admin Rules R277-607-2
3. Chronic Absenteeism
   "Chronic absenteeism" means a student misses 10% or more of days enrolled, for any reason, and makes a school aware that a beginning of tiered supports may be needed. *Utah Admin Rules 277-607-2(2)*
4. School Excused: A school activity approved by the principal.
5. Hospitalization: The student is admitted in a hospital and the necessary recovery days afterward.
6. Truancy/Sluff (skipping class)
   Any time a student stays away from school without parental or school permission or any time a student leaves school for any reason without prior parental notification to school officials.
7. "Habitual Truant" means a school-age child who is in grade 7 or above and at least 12 years old, who fails to cooperate with efforts on the part of school authorities to resolve the school-age child's attendance problems. *Utah Code 53G-8-211 (1-b-iii-B)*
8. A "school-age child" means a minor who: is at least 6 years old, but younger than 18 years old and is not emancipated. *Utah Code 53G-6-201*
9. Others
   Schools may establish other designations to be more specific regarding the attendance categories listed above. Examples of such specific attendance designations could include:

out-of-school suspension, in-school suspension, study hall, vacation, school excused, medical, etc.

5.0220.03 SECONDARY SCHOOL ACTIONS

1. It is the responsibility of teachers to ensure accurate attendance has been recorded in the manner prescribed by the district.
2. It is the responsibility of the administrator or a designee to record and track a student's absences and, within certain limits, to send notifications to parents and, ultimately, to the proper governmental agencies.
3. Process for Notice of Truancy Violation related to secondary schools (child is in 7th-12th grade and is 12-17 years old):
    a. Before five days of truancy within a school year, the administration, or designee, may make a Contact Of Inquiry with the parents/guardians of the student to inform them of the truancy status (email, letter, phone call with follow-up email, etc).
    b. Upon the 5th (or subsequent) day of truancy within the school year, school administration, or designee, shall send a First Letter of Excessive Truancy to parents/guardians. Parents will be directed to meet with school authorities to discuss the truancies and to begin or continue an evidence-based alternative intervention to secure regular attendance.
    c. Upon the 5th (or subsequent) day of truancy from the date of the First Letter of Excessive Truancy (minimum of 10 total truancies), the student and parents/guardians have failed to cooperate with efforts on the part of school authorities to resolve the school- age child's attendance problems and have reached the status of a Habitual Truant. School administration, or designee, shall send a Second Notice of Excessive Truancy Letter through certified mail. Parents will be directed to meet with school authorities to discuss the truancies and to begin or continue an evidence-based alternative intervention to secure regular attendance. Possible interventions could include mentorship, group counseling, learning executive function skills, community resources, or other similar programs.
    d. Upon the 5th (or subsequent) day of truancy from the date of the Second Letter of Excessive Truancy (minimum of 15 total truancies), the student and parents/guardians have failed to cooperate with efforts on the part of school authorities to resolve the school- age child's attendance problems and have reached the status of a Habitual Truant for the second time. School administration, or designee, shall send a Third Notice of Excessive Truancy Letter through certified mail. Parents will be directed to meet with school authorities to discuss the truancies and to begin or continue an evidence-based alternative intervention to secure regular attendance. Possible interventions could include mentorship, group counseling, learning executive function skills, community resources, or other similar programs.
    e. Upon the 5th (or subsequent) day of truancy from the date of the Third Letter of

Excessive Truancy (minimum of 20 total truancies), the student and parents/guardians have failed to cooperate with efforts on the part of school authorities to resolve the school- age child's attendance problems and have reached the status of a Habitual Truant for the third time. School administration, or designee, shall refer the case to Juvenile Court.
Utah Code 53G-8-211 (5)

5.0220.04 EXEMPTIONS

Students who meet one or more of the following conditions to the satisfaction of the Board shall be exempt from compulsory attendance requirements and shall be given a certificate, issued by the Board, stating that the minor is excused from attendance during the time specified on the certificate.

1. A student over age sixteen (16) may receive a partial release from school to enter employment, or attend a trade school, if the student has completed the eighth grade.
2. On an annual basis, a school-age child may receive a full release from attending a DCSD school if one of the following is established to the Board's satisfaction:
    a. The school-age child has already completed the work required for graduation from high school.
    b. The school-age child is taught at home in the subjects prescribed by the State Board of Education in accordance with the law, and for the same length of time as school-age children are required by law to be taught in the District.
    c. The school-age child is in a physical or mental condition, certified by a competent physician or physician assistant if required by the local school board or charter school governing board, which renders attendance inexpedient and impracticable.
    d. Proper influences and adequate opportunities for education are provided in connection with the school-age child's employment.
    e. The superintendent has determined that a school-age child over 16 years old is unable to profit from attendance at school because of inability or a continuing negative attitude toward school regulations and discipline.
    Utah Code 53G-6-204

See attached Attendance policies for Elementary (6th grade) and Secondary (7th & 8th Grades).

10 consecutive absences: will result in being dropped as a student at RJHS. The student will need to go through the registration process and meet with administration to reenter the school.

See attached Accountability Compact.

Time at School

School begins at 8:04 a.m. and ends at 2:44 p.m. Students are expected to leave immediately to ride the bus, walk, or be picked up by car. Students may be at school earlier or later than

regular school hours if they are attending an approved supervised activity. Special arrangements for an alternate time should be made. Unsupervised students will be asked to vacate the grounds. Staff hours are from 7:40 a.m. to 3:10 p.m. Teachers will be available for tutoring during that time. School staff will be at their stations during this time. If appointments outside of this time are needed, they can be set by direct communication with the teacher/advisor.

Sluffing/Skipping Class

Sluffing/Skipping class is defined as any time a student leaves or misses a class for more than 10 minutes after having arrived at school, but remains on campus.

There will be no warnings issued in the case of sluffing/skipping a class. If a student leaves the school grounds for any reason, he/she must be checked out by a parent/guardian in person before the student leaves the school. A student cannot be checked out of school to be in attendance in another part of the school. (Example: A parent/guardian cannot check a student out of one class to be in another class or at an assembly, etc.)

The following action will be taken as a result of in-school sluff/skipping class:

- **The first sluff/skipped class** = 2 LUNCH DTs assigned by administration.
- **The second sluff/skipped class** = Meet with a counselor and fill out a behavior reflection sheet.
- **The third sluff/skipped class** = 1 day ISS. Conduct contract.
- Additional sluff/skipping of class will result in 1 day OSS for each sluff/skip and placement on conduct contract.

An out-of-school sluff/skipping class is defined as any time a student leaves the school campus. Consequences for leaving school campus is an automatic out of school suspension for a day.

BEHAVIOR REFERRAL PROCESS

Students who engage in behavior that causes a significant disruption to the learning environment will be subject to a behavior referral process. Students must abide by all school rules and must be aware that specific consequences will be applied when they engage in detrimental behavior.

NOTE: At the discretion of the administration, policies concerning attendance, tardies, citizenship, and student behavior may be modified. These modifications may be expressed in a Student Conduct Contract or Accountability Compact. Current policies of the student contract will supersede those of the student handbook.

See the attached RJHS Administrative Steps For Student Behavior for reference regarding non-severe, severe behaviors and corresponding consequences, including restorative practices.

Behavior Referrals may include the following:

Alcohol, Tobacco, Pouches, Vaping

Use or possession of alcoholic beverages, tobacco, pouches, or vaping products is an automatic one-day suspension and 4 days of suspension held in abeyance, dismissed upon successful END class completion, and a referral to juvenile court. Any additional offense will follow the Severe Administrative Steps for Student Behavior, which may include a safe school hearing. If a student is found in the bathroom when the vape detectors go off, their bag will be searched.

Drugs & Controlled Substances

Use or possession of controlled substances, psycho-toxic chemicals or over-the-counter medication is an automatic referral to juvenile court. In addition, the student will be referred to the Duchesne County School District Safe School Committee for determination of the future status of the student.

Behavior

Spitting, throwing objects, including food, or dropping anything from the upper levels (stairwells, track, auditorium balcony, etc.) is considered an assault and/or harassment. Offenses will result in Severe Administrative Steps and possible court referral.

Bullying/Cyber-bullying/Abusive Conduct/ Hazing ¥

Definitions as used in Utah law 53G-9-601

"**Abusive conduct**" means verbal, nonverbal, or physical conduct of a parent or student directed toward a school employee that, based on its severity, nature, and frequency of occurrence, a reasonable person would determine is intended to cause intimidation, humiliation, or unwarranted distress. A single act does not constitute abusive conduct.

"**Staff bullying**" means a school employee, with the intent to cause harm, repeatedly committing a written, verbal, or physical act against a student or another school employee, or engaging in a single egregious act toward another employee involving an imbalance of power, that: (i) creates an environment that a reasonable person would find hostile, threatening, or humiliating; and (ii) substantially interferes with a student's or employee's educational or professional performance, opportunities, or benefits.

"**Staff bullying**" does not mean instances of: (i) ordinary teasing, horseplay, argument, or peer conflict; (ii) reasonable correction of behavior by a school employee; or (iii) reasonable coaching strategies and techniques by a school employee who is a coach.

"**Student bullying**" means one or more students, with the intent to cause harm, repeatedly committing a written, verbal, or physical act against another student, or engaging in a single egregious act toward another student involving an imbalance of power, that: (i) creates an environment that a reasonable person would find hostile; and (ii) interferes with a student's educational performance, opportunities, or benefits.

"**Student bullying**" does not mean instances of: (i) ordinary teasing, horseplay, argument, or peer conflict; (ii) reasonable correction of behavior by a school employee; or (iii) reasonable coaching strategies and techniques by a school employee who is a coach.

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

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

I. (A) endangers the mental or physical health or safety of a school employee or student; (B) involves any brutality of a physical nature, including whipping, beating, branding, calisthenics, bruising, electric shocking, placing of a harmful substance on the body, or exposure to the elements; (C) involves consumption of any food, alcoholic product, drug, or other substance or other physical activity that endangers the mental or physical health and safety of a school employee or student; or (D) involves any activity that would subject a school employee or student to extreme mental stress, such as sleep deprivation, extended isolation from social contact, or conduct that subjects a school employee or student to extreme embarrassment, shame, or humiliation; and

II. (A) is committed for the purpose of initiation into, admission into, affiliation with, holding office in, or as a condition for membership in a school or school sponsored team, organization, program, club, or event; or (B) is directed toward a school employee or student whom the individual who commits the act knows, at the time the act is committed, is a member of, or candidate for membership in, a school or school sponsored team, organization, program, club, or event in which the individual who commits the act also participates.

The conduct described constitutes hazing, regardless of whether the school employee or student against whom the conduct is committed directed, consented to, or acquiesced in, the conduct.

RJHS Bullying

Any student who engages in bullying or harassment of another student may be suspended for their actions and required to fill out a bullying contract, depending on the severity of the offense. These offenses include but are not limited to cyber bullying, name-calling, and threatening notes. Any student who believes they have been the victim of bullying should ask the bully to stop and then report the incident immediately to a teacher, counselor, or administrator.

See attached bullying contract.

False Claims

Knowingly making false accusations, providing false statements, or intentionally misleading school staff in an effort to cause harm or disciplinary action toward another student or staff member is prohibited and may result in school disciplinary consequences.

Fighting & Assaults

Fighting will not be tolerated. Fights may be investigated by the police and court referrals could be made when possible. The first offense will result in a minimum of one day to a maximum of five days out-of-school suspension (OSS). The second offense will result in a ten-day OSS. The third offense will result in automatic referral to the Duchesne County School District Student Services Director for determination of future status of the student.

Any student who helps to promote a fight by encouraging it, videoing it, or in any way helps to incite the fight will be suspended up to 5 days and may receive a court referral.

Assaults will be determined and investigated by school administration and the police, and the following policies will be enforced: the first offense—nine days OSS, referral to the Roosevelt Police Department and a possible referral to the Duchesne County School District Student Services Director. The second offense—OSS and automatic referral to the Duchesne County School District Student Services Director for determination of future status.

Racial Slurs

Any use of racial slurs, hate speech, racial jokes, or discriminatory language directed toward an individual or group based on race, ethnicity, nationality, or cultural identity will be taken seriously and may result in significant/severe disciplinary consequences.

Restorative Practices and Student Accountability

Restorative practices are not a substitute for student accountability; they are a means of increasing accountability by requiring students to acknowledge harm, repair relationships, and take meaningful action to correct their behavior.

Our school is committed to maintaining a safe, respectful, and productive learning environment for all students. In accordance with Utah law and Board Rule R277-609, the school may utilize restorative and accountability practices as part of its approach to student behavior and discipline. These practices are designed to help students understand the impact of their actions, accept responsibility for their behavior, repair harm when possible, and restore positive relationships within the school community.

Restorative practices are not intended to eliminate consequences for inappropriate behavior. Rather, they are intended to increase accountability by requiring students to reflect on their actions, make amends when appropriate, and develop the skills necessary to make better choices in the future. Depending on the circumstances, restorative practices may be used in conjunction with disciplinary consequences, including detention, loss of privileges, conduct contracts, in-school suspension, out-of-school suspension, restitution, or other interventions permitted by school policy.

Examples of restorative practices may include reflective conversations, problem-solving conferences, mediation, restorative circles, written reflections, restitution for damaged property, community service, apologies, or other actions designed to repair harm and rebuild trust. Participation in restorative processes does not exempt a student from disciplinary action when a violation of school rules, district policy, or state law has occurred.

When determining appropriate responses to student misconduct, school administrators will consider factors such as the severity of the behavior, the impact on others, the student's age, intent, disciplinary history, safety concerns, and the student's willingness to accept responsibility and engage in corrective actions. The school's primary goal is to promote student growth, maintain a safe learning environment, and encourage responsibility while ensuring that students are held accountable for their actions.

Through the use of restorative and accountability practices, the school seeks to strengthen relationships, reduce repeated misconduct, repair harm, and support the academic, social, and emotional success of all students.

Sexual Behavior

Students are expected to maintain appropriate physical conduct and behavior at school. Sexual behaviors, inappropriate sexual language, touching, gestures, physical conduct, or actions imitating or simulating sexual acts that disrupt the learning environment or cause others to feel unsafe or uncomfortable are prohibited and will be addressed by school administration and will result in disciplinary consequences, which may include contacting appropriate authority (RPD, DCFS, and/or district personnel).

CAMPUS OFFICER

There will be a police officer patrolling the Roosevelt Junior High School campus. The officer's duties are to investigate all incidents where the civil laws have been violated. The violations could include: fighting, assaults, use of prohibited substances and materials, traffic, etc. The officer's work on campus is in partnership with the Roosevelt City Police Department, Roosevelt Junior High School, Duchesne County School Board, and their efforts are coordinated with the Duchesne and Uintah County Sheriff Departments.

The officer may occasionally be a class visitor. The officer is occasionally called upon to be a guest in classes to help in class discussions that may be centered around questions of law. The officer is here to be of service to the students and staff of the school. Please feel free to approach the officer with questions; most requests for assistance should be channeled through the administration of the school.

DAYTIME CURFEW

The Roosevelt City Daytime Curfew Ordinance states that it is unlawful for any student under the age of 18, alone or in association with others, to be present in or upon any public areas or restricted dwellings within the city during the hours of 8:30 a.m. and 3:00 p.m. on school days. Although there are exceptions, any person convicted of violating this ordinance is guilty of a Class C Misdemeanor punishable by a minimum fine of $100 and/or other sanctions. RJHS supports this ordinance, and students violating the Daytime Curfew will be reported to authorities. Students are not permitted to leave at lunch time, unless checked out of school by a parent/guardian.

DIGITAL HALL PASS

Students are expected to be in class during class time. Special situations may arise that require a student to leave the classroom. Students must obtain permission and submit a digital hall pass request to be excused from class and when using the restroom at lunch. If a student is caught in the hall without a digital pass, he/she may be considered sluffing/skipping class. A student may also be considered sluffing/slipping class if more than 10 minutes out of class. Hall passes are used at the teacher's discretion. Student aides must also use a hall pass when assisting a teacher.

DUCHESNE DISTRICT SAFE SCHOOLS POLICY ¥

Safe Schools

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

Delegation of Authority

Students should be aware that certain behavior, outlined herein and in other policies of the district, is unacceptable and will result in disciplinary action. The superintendent and his designees will enforce district policies with the aim of assisting students and their parents or guardians in understanding that unacceptable behavior will not be tolerated and will be dealt with in accordance with the Board's disciplinary policies.

The Board hereby delegates its authority to suspend students for up to 10 days to principals and vice principals in each school in the District. (In addition, the Board authorizes hearing officers to conduct informal hearings.)

Publication of Safe Schools Policy

A copy of this policy shall be given to each student in school in the district once each school year. Each student transferring to a school in the district who was not attending a school in the district just prior to the transfer shall receive a copy of this policy. A copy of this policy shall be posted in each school in the district. Any significant change in this policy shall be posted in each school in the district.

Conduct Resulting in Suspension/Expulsion

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

1. Continued willful disobedience or open/persistent defiance of proper authority.
2. Willful destruction or defacing of school property.
3. Behavior, threatened behavior, or intimidation, which poses an immediate and significant threat to the welfare, safety or morals of other students or school personnel or to the operation of the school.

4. Behavior that unreasonably disrupts or interferes with the educational process for other students.
5. Sells, gives, delivers, transfers, possesses, controls, uses or distributes alcoholic beverages, tobacco products, vaping products, pouches containing tobacco, controlled substances, psycho-toxic chemicals, or over-the-counter medication within 1000 feet of school property or any school-sponsored event.
6. Is under the influence of alcoholic beverages, controlled substances, psycho-toxic chemicals, or has intentionally misused over-the-counter medication within 1000 feet of school property or any school-sponsored event.

Mandatory Suspension/Expulsion

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

1. Possession of a weapon, explosive, or flammable material.
2. The actual or threatened use of a look-alike weapon with intent to intimidate another person or to disrupt normal school activities within 1000 ft. of school grounds.
3. The sale, control, delivery, transfer or distribution of a drug or controlled substance as defined in UCA 58-37b-2.
4. The sale, control, distribution, delivery, or transfer of imitation controlled substance as defined in UCA 58-37b-2.
5. The sale, control, or distribution of drug paraphernalia as defined in UCA 58-37a-3.
6. Commission of an act involving the use of force or the threatened use of force which, if committed by an adult, would be a felony or class A misdemeanor.
7. Assaults a teacher or other individual. A student who commits an assault will be suspended until the next regularly scheduled school board meeting.

Behaviors Resulting In Suspension/Expulsion

In an effort to provide help/services as well as identify students as possible severe behavioral candidates, and in addition to the current policies, a plan of behavior identification, safety, and security has been established. For detailed descriptions of the listed categories below, refer to the school student handbook.

Behaviors Displayed

- Weapons at School (gun, knife)
- Fighting
- Bullying
- Sexual Harassment
- Severe Defiance to Authority

- Disregard for Property
- Drugs, Alcohol, Tobacco, Vaping

Weapons at school is a safe school violation with an automatic safe school hearing required.

Severe Step One: Student will be suspended for up to 5 days, referred to local police and a wellness check will be conducted by police. Access to guns discussed with parents. Upon return to school, the student will be required to complete a behavior plan with school administration.

Severe Step Two: Student will be suspended for up to 10 days with a possible safe school hearing to determine if he/she can continue attending school. Student will be offered counseling from the school counseling center.

Severe Step Three: Student will be identified as a “danger to safety of self/others.” This student will be suspended indefinitely pending a safe schools hearing with the District Student Services Director. Student will not be allowed to attend district schools or activities, but may continue through online services/intervention, etc., under district guidance. A wellness check will be conducted by police.

Extra consideration may be given if any of the following self-harming behaviors are displayed.

- Suicide Ideation, Threats of Suicide
- Cutting
- Acting in Unsafe Ways
- Depression

Incidents involving students with an IEP will be reviewed on an individual basis.

Items not allowed at school ¥

- Any dangerous weapon, or look-alike
- Any dangerous substance–drugs, alcohol, or imitation, or drug paraphernalia
- Any electronic device, when used in a physically harmful or in a threatening way
- Any gang-related clothing, hats, jewelry, emblem, badge, symbol, sign, or other things that would evidence membership in a gang
- lighter

Search and Seizure ¥

5.0740.01 Students shall be free from unreasonable search and seizure by school officials. School officials may search a student or a student’s property with reasonable suspicion or with the student’s consent. A search must be reasonable both in the reason for the search and the scope of the search. School officials will work with law enforcement during any search or seizure that necessitates both entities. Any vehicle a student drives to school is subject to a reasonable search as described above.

ELECTRONIC DEVICES ¥

DCSD Policy
5.0710 Student Use of Personal Electronic Devices In Schools (Reference: Utah Code 53G-7-226)

5.0710.01 Definitions

"**Cellphone**" means a handheld, portable electronic device that is designed to be operated using one or both hands and is capable of transmitting and receiving voice, data, or text communication by means of: a cellular network; a satellite network; or any other wireless technology.

"**Cellphone**" includes: a smartphone; a feature phone; a mobile phone; a satellite phone; or a personal digital assistant that incorporates capabilities similar to a smartphone, feature phone, mobile phone, or satellite phone.

"**Smartwatch**" means a wearable computing device that closely resembles a wristwatch or other time-keeping device with the capacity to act in place of or as an extension of an individual's cellphone.

"**Smartwatch**" does not include a wearable device that can only: tell time; monitor an individual's health informatics; receive and display notifications or information without the capability to respond; or track the individual's physical location.

"**Emerging technology**" means any other device that has or will be able to act in place of or as an extension of an individual's cellphone.

"**Emerging technology**" does not include school-provided or required devices.

“**Listening device**” means any device used for the purpose of listening, via bluetooth or other means, to what is being sent from a cell phone, smartwatch or other emerging technology. Listening devices include, but are not limited to, ear buds, headphones, etc.

5.0710.02 Restriction Of Devices

To allow all students to engage in learning during school, with minimal distraction, the following policy applies to all schools in the Duchesne County School District.

Cellphones, Smartwatches, emerging technologies, and listening devices must be turned off and out of sight during school. They may remain in the possession of the student, but cannot be visible in part or whole. This begins when the student arrives at school for the day and ends when students are dismissed for the day. Students will only be allowed to use school-issued electronic devices during class time. Students must keep personal devices off and out of sight

during recess, passing time, and every other activity during the school day. As an exception, schools who have an open campus during lunch may allow students to use their personal devices throughout the lunch period. Schools that are a closed campus during lunch shall not allow student use of personal devices during lunch.

- Individuals assume full responsibility for their own technology devices. This includes the device's safety, security and maintenance.
- Personal communication devices and/or devices that can take pictures or videos may not be used in locker rooms or bathrooms at any time.
- No taking, uploading or sharing photos, recording audio, or capturing video during school.
- Students may not have their phone out in the hallway, unless it is an open campus school and it is during lunch time.
- Any disruption to class or other educational activity may result in disciplinary action.

5.0710.03 Exceptions
The following exceptions apply:
A student will be allowed to use a cellphone, smartwatch, emerging technology, or listening device:

1. to respond to an imminent threat to the health or safety of an individual;
2. to respond to a school-wide emergency;
3. to use the SafeUT Crisis Line;
4. to allow for a student to follow their Health Care plan, IEP, or Section 504 accommodation plan;
5. to address a medical necessity;
6. or during the lunch period of an open campus school.

In order to receive an exception, a student and/or their family needs to talk with a school administrator to discuss the nature of the need and the possible accommodations. If both the family and the school administrator agree, the student will be granted a specific exception for their specific need.

5.0710.04 Consequences
Any personal electronic device seen or heard will be confiscated.

- **First Offense**: The device will be confiscated until the end of the day.
- **Second Offense**: The parent must come to the school to regain possession.
- **Third Offense**: Parent must come to the school to regain possession and pay a fine.
- **Fourth Offense**: Parent must come to the school to regain possession and pay a fine.
- **Additional Offense**: The device may be confiscated until the end of the year and/or the student will enter into a conduct contract regarding this (and any other) behavior issue.

Fines collected will go into the school student activity fund to be directly used for student activities such as behavior rewards, positive behavior intervention supports, class rewards for achievement, field trips, etc.

EXTRA-CURRICULAR ACTIVITIES, PEER TUTORING & SPORTS POLICY

Extra-curricular activities and participation in peer tutoring and sports are an important part of RJHS. Students must understand that it is a privilege to represent the school in these activities. In order for students to participate in the extra-curricular activities and sports, they must adhere to the following rules:

Grades

Students must have a 2.0 GPA with no F's from the previous quarter. All previous quarterly grades, including courses taken with Basin Online, will be reviewed before the event/class or sport season.

Suspensions

A student who is suspended is not eligible to participate in or attend extra-curricular activities during their suspension. This includes practices, team meetings, and competitions at all DCSD campuses. However, if the suspension is completed, the student becomes eligible again and can continue as a full participant.

Accountability

The previous quarterly accountability grades will be reviewed before the event or sport season. Any student with a "U" accountability grade will not be allowed to participate in the event or sport. Any student who is on a Level 4 Behavior Intervention will not be allowed to participate in the event or sports season unless the conditions of their conduct contract have been met. All students on a level 4 will be reviewed by the administration to determine eligibility prior to the event or sports season.

Any student who has an unexcused absence from school on the day of the event will not be allowed to participate.

Bus Rules

Transportation by bus is dependent on the good behavior of the student. Misbehavior on the bus will result in parent notification and may result in suspension. Bus incidents will be handled by the Transportation Director.

FEES

Students may be required to pay fees for student body fees, elective fees, and extra-curricular and sports fees. The Financial Secretary can help with any questions or concerns in the main office.

Fee Waiver ¥

A fee waiver means a full or partial release from the requirement of payment of a fee and from any provision in lieu of fee payment. All fees are subject to waiver. Non-fee charges are not subject to waiver. A waiver shall be granted to a student if charging the fee would deny the student the opportunity to participate in a class or school-sponsored or supported activity because of an inability to pay a fee.

A student is eligible for waiver upon providing verification that:

1. The student qualifies for free lunch based on family income;
2. The student receives SSI;
3. The family receives TANF funding;
4. The student is in foster care through the Utah Division of Child and Family Services;
5. The student is in state custody.

The principal, or the principal's designee, shall review and make decisions regarding fee waiver requests, verifying eligibility as required (including obtaining the required documentation).

FIELD TRIP ELIGIBILITY

Students must meet the following requirements to maintain eligibility for **out-of-district** field trips:

- No "F's" second semester
- No suspensions the entire year

Students must meet the following requirements to maintain eligibility for **in-district** field trips:

- No suspensions the entire year

Students may complete a rider restitution course if they have one suspension to regain eligibility.

FOOD

All food must be eaten in the cafeteria or designated classrooms. Food is not allowed in the hallways or outside of these designated areas.

Selling Food, Drinks, and Items

Students may not sell, distribute, or exchange/share food, beverages, and other items on school property. In accordance with state and district nutritional guidelines, unauthorized sale or distribution of food and drinks by students is prohibited and may result in disciplinary action or confiscation of items.

Cafeteria

Students may purchase a hot lunch from the main course line. Students may also choose to bring a sack lunch from home.

Please observe the following rules**:**

1. Always clean up after yourself.
2. No crowding or cutting in line.
3. Do not throw anything.

If parents/guardians bring food to multiple students during lunch, it must be approved by administration the day before the scheduled event. Students are not allowed to have food delivered to the school by food delivery services.

GUIDANCE/COUNSELING

A guidance counselor is available to assist students with course selections and individual problems that may impede the learning process. It is important to note that school counselors are not licensed behavioral therapists. Counselors can help your students with emotional regulation strategies and can be a safe place for students to reset, but for serious mental health issues, it is important to seek help from a licensed professional. Students may arrange an appointment when academic or personal problems arise. SEOP/CCR (Student Education Occupation Plan/College Career Readiness) appointments will be held at least twice during the school year to promote goals and academic progress. Parents and students are invited to participate jointly in this process.

Credit Requirements	
7th and 8th	**6th**
Core Courses:	***Core Courses:***
Grade 7 and 8 Language Arts	English Language Arts
Grade 7 and 8 Mathematics	Mathematics
Grade 7 and 8 Science	Science
United States History	Social Studies
Utah History	
Required Courses:	***Required Courses:***
Health Education	Music
College and Career Awareness	Health Education
Digital Literacy	Physical Education
The Arts	Education Technology
PE	Library Media Skills
Local LEA Discretion: LEAs can add additional courses, require more credits, or set minimum credit requirements.	

Schedule Changes

Extensive planning to develop the Master Schedule restricts changes for reasons other than academic requirements. Requests must be made in writing and must have the approval of the administration, parents, and school counselor involved. Changes are made the first week of each quarter unless extenuating circumstances arise and will be based upon administration's discretion after fully reviewing each case.

Role of Basin Online

The mission of Basin Online is to provide Uintah Basin Students with a high-quality and effective way of learning online which will prepare the student for advancement into college, career, or preparation for life experiences.

Basin Online serves students in grades 6-12 and offers all of the courses necessary for a student to receive a Duchesne County School District diploma. Students can enroll full or part time in Basin Online courses. Basin Online offers a hybrid learning environment where students can receive in person and/or online tutoring/support while completing their courses in an online setting. Each student has an assigned advocate teacher who provides mentoring through their digital learning journey.

Students may also enroll in Basin Online courses while still attending other district secondary schools. This can be done through Jr and High School counselors.

HONORS BANQUET

Students may qualify for the 8th Grade Honors Banquet by maintaining a cumulative GPA of 3.5 or higher for each term from 6th grade through 8th grade. To be eligible, students must also be enrolled in and complete at least 60% of their academic schedule at the school. Final eligibility will be determined by school administration based on official academic records.

IMMUNIZATIONS

In accordance with Utah state law and district policy, students must meet all required immunization requirements or have an approved Utah Department of Health Exemption form on file prior to attending school. Incoming 7th grade students are required to provide proof of the required booster immunizations, including Tdap and Meningococcal vaccines, along with all other state-required vaccinations for school enrollment. Students who do not meet immunization requirements may be excluded from school attendance until appropriate documentation is provided. Families with questions regarding immunization requirements or exemptions should contact the school or district nurse.

LOCKERS

Lockers are the property of the school, loaned to students for their convenience. They are subject to inspection at any time, and thus should be treated with respect and kept clean and appropriate at all times. Inappropriate posters, pictures, or sayings, are not permitted in lockers. Students are responsible for the locker issued at registration and sharing combinations is highly discouraged. Students are responsible for the locker issued to them at the beginning of the year. Combinations will not be changed, and personal items lost, stolen, or damaged as a result of shared combinations are at the risk of the student. Lockers are to be left clean at the end of the school year. (Fines will be assessed for damage)

MEDICINE AT SCHOOL ¥

- Prescription medication must be prescribed by the student's health care provider. The health care provider's orders must be presented to the school at the time the medication is given to the health office. The Parent/Guardian Medication Authorization Form must be completed and signed by the parent/guardian and the health care provider to administer the medication at school as needed. The Parent/Guardian Medication Authorization Form is available through the school office and on the District website.

- Prescription drugs must be in the original pharmacy container, labeled with the student's name, date, medication, dose, time to be taken at school and length of treatment. (The Pharmacist may be requested to prepare a special container for school use.)
- The parent MUST bring the medication to school. Students are NOT allowed to transport medication. The only exception would be in the case of inhalers, emergency allergy pens, and/or diabetic insulin and diabetic supplies. Only students with the appropriate paperwork on file with the Health Office will be allowed to carry medication. Contact Office personnel for more information.
- Medication will be administered in the presence of the school nurse and/or health assistant, or in their absence, by the person designated by the school principal, or as otherwise required by law.
- All over-the-counter and/or non-prescription medication must be given by a parent or we must have the district Medication Authorization form on file.

NON-DISCRIMINATION

It is the policy of Duchesne County School District not to discriminate on the basis of race, color, national origin, language, sex, or disability in any educational program or activity. In compliance with the Americans with Disabilities Act, individuals needing special accommodations should notify the school at least three working days prior to participating in school activities.

PERSONAL PROPERTY

The school is not responsible for any personal property which is lost, stolen or vandalized or which may have been confiscated or entrusted for storage or safekeeping by school personnel. There is no provision that allows payment for any personal item taken or damaged while at the school. Personal items, including toys that are not appropriate for the school setting, distract from the educational atmosphere and may be confiscated by the school personnel.

Bikes, scooters, and skateboards must be walked while on school grounds to park them on the bike rack on the south side of the school. They should be secured with a lock. The school is not responsible for any theft or damage to these items on the school property.

POWERSCHOOL

Students should be responsible for keeping track of their own progress in each class. This can be done by accessing grades via the internet at: http://dcsd.powerschool.com/public

Students are encouraged to do the following:

1. Check in the attendance office and get a confidential student ID number and student code.
2. If students have questions concerning grades, they may contact the teacher by email or simply set up a conference with the teacher.

REPORT CARDS

Report cards are issued at the end of the quarter. Progress reports for students with IEPs will be sent home with report cards each quarter. Grades are available through PowerSchool throughout the quarter.

STANDARD RESPONSE PROTOCOL ¥

Standard Response Protocol (SRP) for all emergencies. The following protocols will be used, depending on the situation:

- **Hold** - when hallways need to be kept clear of occupants
- **Secure** - used to safeguard people within the building
- **Lockdown** - used to secure individual rooms and keep occupants quiet and in place.
- **Evacuate** - used to move people from one location to a different location in or out of the building
- **Shelter** - used in an emergency such as an earthquake or extreme weather

Other Emergencies: During any emergency situation, students are expected to remain under the supervision of their teachers and follow all directions provided by staff.

STUDENT DRESS POLICY

Appearance and dress generally affect the behavior of students attending school; therefore, to create the best learning environment possible for all individuals concerned, the following is established Roosevelt Junior High School policy:

1. **Clothing**:
    a. The attire and appearance of students should always be neat and clean.
    b. All shirts, blouses, or dresses must have a sleeve and must cover the entire shoulder, as well as the entire midsection, and not be low cut.
    c. No attire or accessories with writing or pictures depicting or promoting controlled substances, including brand names, or violence shall be worn to school or school-sponsored activities; nor shall attire with vulgar expressions or obscene pictures be permitted on tee shirts.
    d. Shoes are to be worn while in school and on the school campus.
    e. Length of bottom must extend past the student's finger-tip length while standing. Pants, shorts, skirts, dresses, must not allow skin to show within these parameters. Layered clothing or patches may be used to meet these requirements.
    f. Bottom attire must sit on the waist of the individual and can not hang below.
    g. Proper athletic wear should be worn in physical education classes. PE Uniforms are required for secondary students.
2. **Hair**:
    a. Styled so that it is neat, clean (to protect health), and well-groomed.
    b. Colored hair is permitted. Hair dye must be permanent enough to not be transferred from the hair.
    c. Costume wigs are not allowed on normal school days, but may be worn on school dress up days.

3. **Accessories**:
    a. Hats/caps are allowed on campus by students during the school day. However, they may be asked to take them off in certain classrooms based upon the teachers preferences. If they become a distraction they may be confiscated. If they are lost or stolen while at school, the school is not responsible for such items. Hoodies are not allowed to cover the head
    b. Bandanas are not permitted on school grounds.
    c. Wallet chains are not allowed.
    d. Belts must be worn properly and tucked into pant loops. Belts can not be excessive in length and hang freely from the body.
4. Piercings are permitted unless they are a distraction to the student or others.
5. Clothing, attire or accessories that mimic non-human characteristics are not permitted.

6. Wearing, possessing, using or distributing, displaying or selling any clothing, jewelry, emblem, badge, symbol, sign or other things which are evidence of membership in a gang is prohibited.

When a student is dress coded they will have two options to meet the Dress Code Policy:

1. Contact parent/guardian for a change of clothes and remain in the office until the clothing is changed.
2. Students can wear school provided clothing.

STUDENT RESIDENCY

The district of residence of a minor child whose custodial parent or legal guardian resides in Utah is:

1. The school district in which the custodial parent or guardian who has legal custody of the child resides; or
2. The district in which the child resides; a. While in custody or under the supervision of the Utah state agency; b. While under the supervision of a private or public agency authorized to provide child-placement services by the state of Utah.

Those students seeking admission to schools in the Duchesne County School District must provide the following to the District Office:

1. An official transcript from the school last attended.
2. A health certificate no more than three months old from a medical doctor which shows immunizations and personal health.

STUDENT SERVICES

RJHS provides activities to promote healthy life choices. Some of the activities provided:

- Habitudes Curriculum
- UTTM Advisor
- ESL Advisor
- Student Government
- Health and Wellness Committee
- Kindness Club
- Hope Squad
- Small counseling groups
- Peer Tutoring
- Extracurricular activities (music, sports, and after school clubs)
- New Student Orientation
- Handbook Overview course (beginning of the year)
- Study Hall
- After school tutoring

Help Lines

To make a report of child abuse or neglect, use the Utah Department of Child and Family Services online reporting form or call the hotline.

Online reporting form: https://dcfs.utah.gov/child-abuse-reporting-form/
Hotline: 1-855-323-DCFS (3237)

Duchesne County Dispatch - 435-738-2424
North Eastern Counseling - 435-725-6300

STUDENT TRANSFER POLICY

Students may transfer only one time from any district school to another during a school year. More than one transfer request per student will need approval from each school principal and the board of education. If a student elects to transfer from a school and wishes to re-enroll in the school, the student will be asked to wait a total of 18 weeks prior to being allowed to re-enroll in the school they exited.

STUDENTS WITH DISABILITIES

Our school provides an inclusive environment for students with disabilities, adhering to federal and state laws (IDEA, Section 504). We identify and evaluate students, developing Individualized Education Plans (IEPs) with necessary accommodations and modifications. Staff receive ongoing training, and parent involvement is encouraged. Concerns can be addressed with the Special Education Coordinator or through a formal grievance procedure.

Expulsion

Students with disabilities can be expelled for misconduct, but special considerations apply, including a manifestation determination after 10 cumulative suspension days.

Extra Curricular Activities

Students with disabilities are encouraged to participate in extracurricular activities. Eligibility will be determined on an individual basis.

More detailed information is available upon request to the school administration.

TECHNOLOGY ACCEPTABLE USE POLICY ¥

DCSD schools will use the document signed during registration, “Responsible Use for Duchesne County School District Technology Resources,” for all items pertaining to technology use.

TEXTBOOKS

Students are responsible for all textbooks, planners, electronic devices, and library materials issued to them. Satisfactory settlement will be required for lost or damaged items.

TITLE IX/SEXUAL HARASSMENT ¥

5.0100.04 DISCRIMINATION POLICY
Issue Date: 5/8/97 The policy of the District is not to discriminate on the basis of sex, disability, race, creed, color, national origin, age, religion, politics, or any other condition as required by various state and federal laws for admission or access to treatment or employment in educational programs or activities.

Inquiries concerning Title VI, Title IX, and Section 504, may be referred to:
Duchesne County School District
Office of the Superintendent
P. O. Box 446
Duchesne, Utah 84021
435 738-1240

Or

U. S. Department of Education
Office of Civil Rights
1961 Stout Street
Denver, Colorado 80294

5.0100 EQUAL EDUCATIONAL OPPORTUNITIES
5.0100.01 GENERAL
Issue Date: 5/8/97
No officer or employee of the District, when acting or purporting to act in official capacity shall

refuse to permit any student to participate in any school program because of the student's race,
religion, color, sex, or national origin.
Utah Admin Rule 300-112-3

5.0100.02 TITLE IX
Issue Date: 5/8/97
The Board shall adopt and publish grievance procedures providing for prompt and equitable
resolution of student complaints alleging any action prohibited by Title IX of the Education
Amendments of 1972, as amended.
20 USC § 1681-86
34 CFR § 106.8(b)

5.0100.03 TITLE IX COORDINATOR
Issue Date: 5/8/97
Updated: 3/9/23
The District designates the following employee to coordinate its efforts to comply with Title IX of
the Education Amendments of 1972, as amended:
Name: Phillip Bertoch
Position: Human Resources Director
Address: 1010 E 200 N, Roosevelt, UT 84066
Office Telephone: 435-725-4520

UBTECH ELIGIBILITY

To enroll in UBTech courses during the first semester of 9th grade, Union High School requires that 8th-grade students earn a 2.0 GPA or higher in the 4th quarter of 8th grade and have no U's. Qualifying freshmen may register for UBTech courses at the beginning of their freshman year. After successful completion of their first course, they may move freely through the UBTech program. Freshman students who did not meet the 8th-grade requirements to qualify for UBTech courses must show one semester with no Fs in order to take UBTech courses in their second semester.

VISITORS ¥

Parents, guardians, grandparents, and other persons interested in the education of our children are encouraged to visit the school. Visitors are required to check in with the office and wear a visitor's badge. The administration reserves the right to refuse school visits at times that may alter the effectiveness of instruction. Students from other schools will not be allowed to visit Roosevelt Junior High School.

RJHS IMPORTANT DATES 2026-27

Event	Date	Time
In-Person Registration for New Students	August 6th August 10th	9:00am-3:00pm 12:30pm-6:30pm
Back to School Night	August 18th	5:00pm-7:00pm
1st Quarter PTC	September 24th	3:30pm-7:30pm
2nd Quarter PTC	December 3rd	3:30pm-7:30pm
3rd Quarter PTC	February 18th	3:30pm-7:30pm
4th Quarter PTC	April 29th	4:00pm-7:00pm

See attached District Calendar for more important dates.

ATTACHMENTS

DCSD Conduct Policy Documents

Elementary

Process for Notice of Compulsory Education Violation (4/4/26) - Link to Attendance Notices

Does the student meet the following:
1. Child is in 1st - 6th Grade and 5 - 11 years old
2. Before child is truant at least 5 times within the school year

→ Yes → Make Contact of Inquiry via letter, email, phone or in person (with follow-up email) → Then → Resolve issues such as transportation, study habits, lack-of-sleep, etc.

↓

Then:
- After child is truant 5 times and is at high-risk

→ Yes → Send "Notice of Compulsory Education Violation" through certified mail. Report violations of this policy to the appropriate city, county, or district attorney. → Then → The Notice shall direct or state to the parent:
1. Meet with administration to discuss attendance issues
2. Cooperate with school by creating and following an attendance plan (Contract)
3. That it is a Class B Misdemeanor for the parent to intentionally or without good cause to
   a. Fail to meet with school authorities to discuss their child's attendance; or
   b. Fail to prevent the child from being truant 5 or more times during the remainder of the school year

↓

Then:
- After child is truant at least 10 days and parents fail to make a "good faith" effort to meet attendance requirements

→ Yes → Make referral to DCFS

↓ Then ↓

Prepare & include the following information when reporting to DCFS:
1. Identifying information regarding the student and parent receiving the notice of violation
2. Attendance records
3. Copy & date of Notice of Compulsory Education Violation
4. School's efforts to counsel the student
5. Any individualized attendance plans (compact/contract)
6. If the student is 2 years or more behind their peers
7. If the student is making adequate yearly progress
8. If the student is receiving special education services or systematic remediation efforts

Additional Possible Records:
1. Any curriculum adjustments made
2. Any Truancy Mediation
3. List of resources shared with parents
4. Other intervention efforts

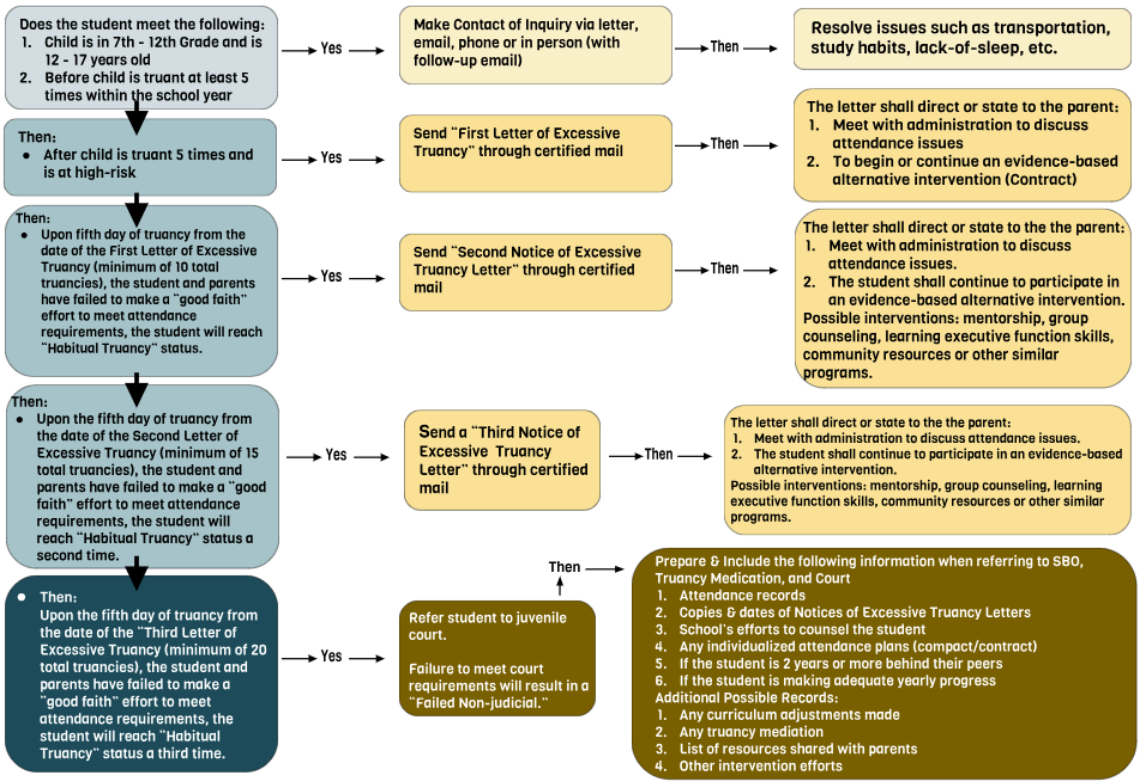
Key Definitions

"Truant" means a condition in which a school-age child without a valid excuse is absent for at least half of the school day.

"Valid excuse" means:
1. an illness, which may be either mental or physical, regardless of whether the school-age child or parent provides documentation from a medical professional.
2. mental or behavioral health of the school-age child.
3. a family death.
4. an approved school activity.
5. an absence permitted by a school-age child's:
   a. individualized education program;
   b. Section 504 accommodation plan;
   c. competition in a rodeo sanctioned by an international, non-profit organization dedicated to the development of sportsmanship, horsemanship, and character in youth through the sport of rodeo;
   d. any other excuse established as valid by a local school board, charter school governing board, or school district.

"Valid excuse" does not mean a parent acknowledgment of an absence for a reason other than a reason listed above.

Secondary
Process for Notice of Truancy (4/4/26) - Link to Attendance Notices



Secondary
Process for Notice of Truancy cont.

Key Definitions

"Truant" means a condition in which a school-age child without a valid excuse is absent for at least half of the school day.

"Valid excuse" means:

1. an illness, which may be either mental or physical, regardless of whether the school-age child or parent provides documentation from a medical professional.
2. mental or behavioral health of the school-age child.
3. a family death.
4. an approved school activity or suspension.
5. an absence permitted by a school-age child's:
    a. individualized education program;
    b. Section 504 accommodation plan;
    c. competition in a rodeo sanctioned by an international, non-profit organization dedicated to the development of sportsmanship, horsemanship, and character in youth through the sport of rodeo;
    d. any other excuse established as valid by a local school board, charter school governing board, or school district.

"Valid excuse" does not mean a parent acknowledgment of an absence for a reason other than a reason listed above.

"Habitually Truant" means:

1. a school-age child who is in grade 7 or above, unless the school-age child is less than 12 years old;
2. a school-age child who is truant at least 10 days during one school year; or fails to cooperate with efforts on the part of school authorities to resolve the school-age child's attendance problem.

DCSD Accountability Compact

3.0

	Duchesne County School District Accountability Compact	

Students: **Be Present! Be Engaged! Behave!**

When you … are Present in classes 95% of the time or more
Engage in class every day
Behave in school so all can learn

And . . .

Parents:

When you … Ensure your child is present in class 95% of the time or more
Encourage them to engage in class every day
Expect them to behave in school so all can learn

And . . .

Staff:

We will … Engage students in meaningful and relevant learning activities every day
Expect and reinforce good behavior
Do all in our power to keep students safe
Treat each other, each student, and families with dignity and respect

Then . . .

Each student will acquire the knowledge, skills, and dispositions to lead fulfilling lives.

DCSD Compact Grading Matrix

3.0

	Duchesne County School District **Compact Grading Matrix**	

Secondary

		PRESENT *(# of Days Absent per quarter per class. All absences count, except hospitalization.)*																	
		0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17+
GRADE	As																		
	Bs																		
	Cs																		
	Ds																		
	F/M																		

Citizenship Grades	
H	Honors level of attendance. Keep up the good work!
S	Warning: on watch. Keep your grades up and attend class to avoid dropping any further.
N	You are in study hall sessions until you get back into the green or blue. Coordination with parents will take place.
U	An Attendance Contract is created in coordination with parents. You are in study hall until the conditions of the contract are met. Possible service opportunities, etc.

(for Pass/Fail Courses)

Secondary

		PRESENT *(# of Days Absent per quarter per class. All absences count, except hospitalization.)*																	
		0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17+
GRADE	P																		
	F																		

(3.0 Updated: June 1, 2026)

RJHS Administrative Steps For Student Behavior

RJHS Administrative Steps for Student Behavior		
Non-Severe: **Non-severe behaviors** are actions that disrupt learning, interfere with the school environment, or fail to meet school expectations but do not pose an immediate threat to the safety, well-being, or rights of others.	**Severe:** **Severe behaviors** are actions that threaten the safety, well-being, or rights of students, staff, or the school community; significantly disrupt the educational environment; or violate school policy or the law.	**Sluffing:** Sluffing is when a student is absent from a class, assigned area, school activity, or any portion of the school day without permission from school staff or a parent/guardian. Being out of class for more than 10 minutes is also sluffing.
Examples: unprepared for class, throwing of food, foul language, minor disrespect or rudeness, calling out or interrupting, academic dishonesty, Horseplay or unsafe play, dress code violations, teasing (not bullying), etc., along with assigned restorative practices designed to help students. Repeated **Non-Severe** behaviors may lead to advancement to the **Severe** behavior category.	**Examples:** weapons at school (gun, knife, replicas), fighting, inciting/videoing a fight, excessive physicality (pushing, bumping) bullying, sexual harassment and/or actions, severe defiance to authority, destruction of property/vandalism, drugs, alcohol, tobacco, vaping, and others as designated, along with assigned restorative practices designed to help students.	Examples of sluffing include leaving class without authorization, remaining in unauthorized areas during class time, or failing to attend a scheduled class after arriving on campus. Students violating the daytime curfew will also be referred to local law enforcement.
The following action will be taken after two classroom interventions have been tried: 1. PRIDE Reflection sheet, official warning, and parent contact. 2. Behavior Contract, 2 Lunch DT's, and parent contact. 3. 4 Lunch DT's and parent contact. 4. 1 Day of In-School-Suspension (ISS), parent contact 5. 1 Day of Out-of-School Suspension (OSS), parent contact 6. 1 Day of OSS repeats after each further offense, parent contact.	**The following action will be taken immediately after a severe behavior:** 1. OSS up to 5 days, Behavior Contract, and parent contact. 2. OSS up to 10 days, possible Safe School Hearing, and parent contact. 3. OSS up to 10 days, Safe School Hearing, and parent contact.	The following action will be taken as a result of in-school sluff/skipping class: 1. **The first sluff/skipped class** = 2 LUNCH DTs assigned by administration. 2. **The second sluff/skipped class** = Meet with a counselor and fill out a behavior reflection sheet. 3. **The third sluff/skipped class** = 1 day ISS. Behavior contract. 4. Additional sluff/skipping of class will result in 1 day OSS for each sluff/skip and placement on attendance contract. An out-of-school sluff/skipping class is defined as any time a student leaves the school campus. Consequences for leaving school campus is an automatic out of school suspension for a day.
Restorative practices are not a substitute for student accountability; they are a means of increasing accountability by requiring students to acknowledge harm, repair relationships, and take meaningful action to correct their behavior.		

DCSD Conduct Intervention Levels

3.0

Duchesne County School District
Conduct Levels

Description	Possible Intervention(s)	
Level 0 - Classroom • Exemplary behavior in every school setting.	• Positive relationships • Fulfilling life	• Conduct Grade: **H**
Level 1 - Classroom • Not following class or school rules.	• Behavior is corrected in class • Informal Documentation	• Parents Notified By Teacher • Conduct Grade: **S**
Level 2 - Classroom / School • Repeated level 1 behaviors • Distracting, Disrupting, Disrespecting • *Examples: pushing, talking out, inappropriate language, etc.*	• Verbal warning • Teaching of replacement behaviors • Behavior Tracker	• Parents Notified By Teacher/Admin • Informal Documentation • Conduct Grade: **N**
Level 3 - School • Repeated level 1-2 behaviors • Disrespecting, Defying, Destroying, Degrading • *Examples: insults, obstinance, bullying, damaging, etc.*	• Lunch DT or In-School Suspension • Refocus Lesson • Academic Probation • Behavior Tracker	• Parents Notified • Formal Documentation • Intervention Plan Created • Conduct Grade: **N**
Level 4 - School • Repeated level 1-3 behaviors • Destroying, Degrading • *Examples: vaping, drugs, harassing, fighting, threats, etc.*	• In-School Suspension • Out-of-School Suspension • Refocus Lesson • Academic Probation	• Parents Notified • Formal Documentation • Contract Created • Conduct Grade: **U**
Level 5 - School / District • Repeated level 1-4 behaviors • Distributing Illegal Substances, Dangerous, Weapon	• Out-of-School Suspension • Home Placement for Instruction • Individualized Plan	• Parents Notified • Formal Documentation • New Contract Created • Conduct Grade: **U**
Level 6 - District • Repeated level 1-5 behaviors, Weapon • Failed School Contract	• Expulsion / Home Placement • Alternate Location of Instruction • Individualized Plan	• Parents Notified • Formal Documentation • New Contract Created • Conduct Grade: **U**
Level 7 - District /Juvenile System • Failed District Contract	• Full Expulsion	• Entry into Juvenile System

* Based on situational severity, school administrators may determine that specific behaviors warrant skipping levels.

(3.0 Updated: June 1, 2026)

DCSD Conduct Contract

3.0

Duchesne County School District
Conduct Contract

Level # _____

School:		Date:		Student:	

Individualized Evidence-Based Behavior Intervention Plan

WHY? What conduct has caused you to be at this level?	**ACTION PLAN** What actions will improve your conduct in the future? Follow-Up Timeline:
CONSEQUENCES Natural or Imposed. Personal or Relationships.	**NEEDS** What do you need in order to succeed in the action plan?

Student: _____ Parent: _____

School: _____ Date: _____

(3.0 Updated: June 1, 2026)

Bullying Contract

Roosevelt Junior High School Bullying Contract

School Commitment: RJHS will offer a learning environment where safety, responsibility, and respect prevail and where every student receives support toward achieving academic goals and personal aspirations.

Bullying	
Bullying Includes: Unwanted or aggressive behavior involving a rear or perceived power imbalance. Continual intent to hurt, intimidate, humiliate, or cause harm. Hurtful behavior that is consistently repeated	**Bullying does NOT include:** Arguments in which each person has equal power. Accidentally bumping into someone. A single act of telling a joke about someone. Isolated acts of harassment, aggressive behavior, intimidation or meanness.

Types of Bullying	
Verbal: Using words in negative way to gain power over someone else	• Insults • Persistent Teasing • Name Calling • Sarcasm • Racist Remarks • Verbal Abuse
Physical: Harm to another's body or property	• Pushing, kicking, tripping, hitting, pinching, and other forms of violence or threats • Damaging Property • Stealing • Assault-threat of bodily harm with the apparent ability to cause the harm • Initiating fights • Threatening gestures
Emotional: Harm to another's self worth	• Excluding, tormenting, ridiculing, humiliating • Spreading rumors • Mimicking • Damaging someone's social reputation or social acceptance • Threatening gestures
Cyber: Using electronics to gain power over someone else	• Mean text messages or emails • Posting embarrassing pictures/videos with the intent if embarrassing someone • Creating fake profiles to injure one's reputation • Rumors posted on social networking sites

Consequences of bullying at RJHS:		
1st Offense	**2nd Offense**	**3rd Offense**
• Administrator or Counselor will review bullying policy with the student. • Student will sign the bullying contract signifying understanding of policy and will receive a copy. • Parents will be notified. • Potential Law Enforcement referral. • Additional consequences as deemed necessary.	• Parent Meeting. • Possible referral to law enforcement. • In school Suspension (ISS) 1-2 days. • Additional consequences may apply.	• Out of school suspension (OSS)1-2 days. • Referral to Law enforcement.

I have read and understand Roosevelt Jr. High School's Bullying Contract and its consequences. I promise to treat others with respect and dignity. I understand the above conditions are in effect on the way to and from school.

Student_____ Parent _____ Administrator _____

Bell Schedule

RJHS Bell Schedules 2026 - 2027

Monday – Thursday Regular

Class	6 Grade	7 Grade	8 Grade
1 65 min	8:04 – 9:09		
2 64 min	9:14 – 10:18		
RO 30 min 3 64 min Lunch 23 min	10:23 – 11:27 64 min	Rider Outpost – 30 min 10:23 – 10:53	
		7th Lunch 10:53 – 11:16	10:58 – 12:02 64 min
	6th Lunch 11:27 – 11:50	11:21– 12:25 64 min	
	Rider Outpost – 30 min 11:55 – 12:25		8th Lunch 12:02 – 12:25
4 64 min	12:30 – 1:34		
5 65 min	1:39 – 2:44		

Friday Regular

Class	6 Grade	7 Grade	8 Grade
1 44 min	8:04 – 8:48		
2 44 min	8:53 – 9:37		
RO 30 min	Rider Outpost – 30 min 9:42 – 10:12		
3 47 min (43) Lunch 22 min	10:17 10:38	7th Lunch 10:12 – 10:34	10:17 11:04
	6th Lunch 10:38 – 11:00	10:38 11:26	
	11:04 11:26		8th Lunch 11:04 – 11:26
4 44 min	11:31 – 12:15		
5 44 min	12:20 – 1:04		

Mon - Thursday AM Assembly

Class	6th	7th	8th
1	Roll call: 8:04 – 8:07*		
A	8:07* – 9:02		
1	9:07 – 10:05		
2	10:10 – 11:08		
3 Lunch	11:13 11:40	11:08 11:31	11:13 12:15
	11:40 12:03	11:36 12:38	
	12:08 12:38		12:15 12:38
4	12:43 – 1:41		
5	1:46 – 2:44		

*no bell, listen to announcements

Mon -Thur PM Assembly

Class	6th	7th	8th
1	8:04 – 9:02		
2	9:07 – 10:05		
3 Lunch	10:10 10:37	10:05 10:28	10:10 11:12
	10:37 11:00	10:33 11:35	
	11:05 11:35		11:12 11:35
4	11:40 – 12:38		
5	12:43 – 1:41		
A	1:46 – 2:44		

AM Assemblies:

8:07 – 9:02	**A**, 1, 2, 3, 4, 5
9:07 – 10:05	1, **A**, 2, 3, 4, 5
10:10 – 11:08	1, 2, **A**, 3, 4, 5

PM Assemblies:

11:40 – 12:38	1, 2, 3, **A**, 4, 5
12:43 – 1:41	1, 2, 3, 4, **A** ,5
1:46 – 2:44	1, 2, 3, 4, 5, **A**

District Calendar

DUCHESNE COUNTY SCHOOL DISTRICT CALENDAR

JULY 2026 - JUNE 2027 School Year

First Day of School August 20th

July 2026

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2026

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2026

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2026

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22QE	23	24
25	26QB	27	28	29	30	31

November 2026

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2026

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

School Holidays/Events

Aug. 20	First Day of School
Sep. 7	Labor Day
Oct. 15 - 16	Fall Break
Oct. 23	Training Day/No Students
Nov. 25 - 27	Thanksgiving
Dec. 21	Training Day/No Students
Dec. 22 - Jan. 1	Christmas Break
Jan. 18	Martin Luther King Day
Feb. 15	Presidents Day
Mar. 22	Training Day/No Students
Apr. 5 - 9	Spring Break
Apr. 8 - 9	P/T Conf Trade Days (No Students)
May 26	Last Day of School

Graduation Days

Basin Online	Thursday	Jan 21
Basin Online	Wednesday	May 26
Tabiona	Thursday	May 27
Altamont	Thursday	May 27
Duchesne	Thursday	May 27
Union	Thursday	May 27
Adult Ed	Thursday	June 24

Deadline Dates

Aug. 4, 2026	Proof of Lane Change and License Completion to District Office
Feb. 3, 2027	Sabbatical Leave Requests to District Office
Mar. 3, 2027	Lane Change and Early Retirement Requests to District Office

Symbols

- ◇ Contract Days (No students)
- ▭ **School Holidays (No students)**
- ▭ 12 Month Employee Holidays
- ▭ **First and Last Days of School**
- ◯ Training Days (Contract Days/ No students)

January 2027

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15QE	16
17	18	19QB	20	21	22	23
24	25	26	27	28	29	30
31						

February 2027

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2027

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19QE	20
21	22	23QB	24	25	26	27
28	29	30	31			

April 2027

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2027

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2027

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Board Approved: 4/8/2025