

Farmington Junior High School
Home of the Huskies

150 South 200 West
Farmington, Utah 84025
(801) 402-6900

Student Handbook

2020-2021

Mr. Hill
Principal

Ms. Rawlins
Assistant Principal

Ms. Brown
Assistant Principal

Student Body President: Paul Beattie

Student Body Vice President: Ella Johnston

Student Body Secretary: Trey Austin

Elle Erickson, Lucy Daines, Charlie Jenks

9th Grade SBO: Karlee Badham, Will Manwaring, Caleb Rollins

8th Grade Class Officers: Elle Erickson, Lucy Daines, Charlie Jenks

7th Grade SBO: Breanna Auger, Norah Barker, Kate Caldwell, Taylor Workman

Historian: Tanner Christensen

Activities: Sophie Paget and Wesley Stelter

Publicity: Brecklyn Thomas

2020-2021 Student Handbook Preface

Dear Parents and Students,

Covid-19 has created a lot of upheaval and change in our lives. There will continue to be changes as unforeseen events happen. Please keep in mind that while this handbook covers many important aspects of our time at school there will also be changes and flexibility to policy and procedure as we continue throughout the school year due to the pandemic. For example, **face coverings will be required for students and staff while at school.** We will also be implementing a no-contact student check-out procedure. There will also be extra cleaning and sanitizing protocols along with adherence to the Big 5:



Please see our school and district websites for continued updates and watch for emails from the district, school, and principal. As always, please call the school or reach out to our school staff or administrators as questions arise. Thank you for your continued patience and understanding as we navigate these changes together.

Sincerely,
FJH Administration
Ben Hill—Principal

behill@dsdmail.net

Jan Rawlins—Assistant Principal

jrawlins@dsdmail.net

Amy Brown—Assistant Principal

amybrown@dsdmail.net

PRINCIPAL'S MESSAGE

Dear Husky,

Welcome to Farmington Junior High, the home of the Huskies!

We are so glad to have you here at FJH! In this handbook are policies and procedures to help you know what is expected of you and how things are done at our school. Sometimes it might feel like there are a lot of rules to keep track of when it comes to school, but I assure you that much of the information in this handbook is not new to you, and if it is, you'll easily learn it in time. These policies and procedures are necessary to make sure everyone is safe and successful. I want you to know that every adult in this school is here to support you. If you have a question, please ask.

We have a very important request of you. It is everyone's responsibility to make sure that Farmington Junior remains a safe place for everyone. At any time, if you know of a fellow student not being safe, being disrespectful to the school or another student or themselves, or if you see something that you think is just unusual, please let an adult know right away! You can also report it using the SafeUT app. It is everyone's responsibility: if you SEE SOMETHING, SAY SOMETHING!

It is our wish for every student to enjoy success at FJH. If you follow these policies and procedures, work hard in class, and take care of yourself and others, then there is little doubt that you will have a great time as a Husky.

Huskies are safe, responsible, respectful, and kind!

Have a great year!

Sincerely,

Farmington Junior Administration



Ben Hill
Principal



Jan Rawlins
Assistant Principal



Amy Brown
Assistant Principal

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ATTENDANCE POLICY

Compulsory Education Requirements

A parent or legal guardian having custody over a school-age minor is required under State law to enroll and send the minor to a public or established private school during the school year in the district in which the minor resides. In Davis School District, the school-aged minor may be excused from attendance by filing a notarized and signed affidavit indicating the intent to pursue home schooling. (See the school district's website for more information.) The process of education requires continuity of instruction, class participation and study.

Absences

Davis School Board recognizes the following purposes for absences:

1. Personal illness
2. Family emergency
3. Other extenuating circumstances

We respectfully request that parents refrain from keeping students out of school for any other reasons. When a student is absent, please observe the following protocol.

1. Call (801-402-6905), email the school or log into MyDSD to give a reason for the absence.
2. Send a doctor's release to the office for absences of five or more consecutive days.
3. Students are responsible for make-up work when school is missed.

Checking In and Out During the Day

Students who leave school during school hours **must sign out** in the office with their parent. When a student returns to school, she/he must check in at the office before returning to class. If you know in advance that you will need to check your student out please send a signed note with your student including the check-out date and time. The student may use the note to leave class but must check-out in the office before leaving campus. Parents may only check out their own student.

The school requires an emergency release card for each student. This card lists applicable phone numbers for parents. Additionally, it lists people to call in case of an emergency when a parent cannot be contacted. Parents should notify the school for any changes relevant to the emergency release card.

Tardies

When students are more than 5 minutes late to school, they must have a written excuse from a parent or guardian. When a student has 3 tardies in a class, the teacher will ask her or him to go to the office to alert her/his parents. The fourth tardy will require another call home and may result in loss of citizenship credit. Every tardy above four will result in a lunch detention.

Truancies

A truancy is when a student is absent from class or school without a legitimate excuse. A student who is truant from class or school will be subject to discipline according to the District Policy Manual. This will include the issuance of citations according to the following fee schedule:

First Citation	Warning
Second Citation	\$10.00
Third Citation	\$15.00
Fourth Citation	\$20.00
Fifth/ or more Citations	\$25.00

Farmington Junior High is a closed campus. Students are considered truant and will be issued a truancy citation if they leave campus without properly checking out of school. A truant student may receive an administrative "U" citizenship grade. Each classroom teacher may also issue a "U" citizenship grade to the truant students.

State Testing

End-of-level testing begins in March and continues until the end of the school year. Please place a special emphasis on attendance during this time. Please do not plan family vacations during these months. **Early testing is not permitted by the district, so teachers are unable to make adjustments for a student to leave on vacation or begin summer work.**

BUS AND BUS CONDUCT

Students living two miles or more from the school are entitled to bus transportation. Visit www.businfo.davis.k12.ut.us to determine eligibility, bus number and bus stop information. The district uses an exact measuring system to determine the two-mile radius for bus eligibility. If you feel the information on the web site is not correct, please contact the District Transportation Office at 801-402-7500.

Some buses are not filled to capacity. If this occurs, a lottery system will be used to issue bus passes to students living inside of the two-mile limit at the bus driver's discretion. No bus passes will be issued before October 1st. Please understand that due to space and financial constraints, the buses cannot transport students who are not eligible.

Safety precautions are important. All students must obey the "Required Bus Conduct" rules. Any student who repeatedly violates the following precautions and rules may be denied the privilege of riding the bus.

- The bus driver has complete authority. Students are expected to listen to and follow his/her rules without question.
- Do not use the emergency door except in an emergency. Use will result in suspension.
- Students are to remain in their seats at all times when bus is in motion.
- Students are not to save seats.

- Throwing, flipping, or spitting objects around the bus is prohibited.
- Parts of the body must not be placed out of the bus window.
- Eating or drinking on the bus is not allowed.
- Littering is prohibited.
- Loud noises and obscene language are prohibited.
- The use of tobacco, drugs, alcohol, fireworks, or matches is forbidden.
- All students are to be orderly on the bus; no pushing, shoving, tripping, fighting or arguing is allowed.
- A driver may refuse rides to a student whose parent or guardian uses threatening, abusive, profane or vulgar language to the driver.

COUNSELING SERVICES

Counseling services are available to Farmington Junior High students for academic and personal needs. Students are encouraged to contact their counselors whenever they feel the need for additional assistance. Counselors are available from **7:45 a.m. to 3:15 p.m. daily**.

Counseling services include (but are not limited to):

- Academic coaching
- Meeting with teachers
- Parent consultations
- Individual student counseling
- Group counseling, and
- College and career readiness (CCR) conferences

Class Schedules and Changes

Students are encouraged to be thoughtful about their course selections during the CCR process with their counselor. These course selections will determine staffing and class options for the upcoming school year. Once course selections have been finalized in the spring students will not be allowed to make further changes until scheduling pick-up and change days occur in the fall.

Counselors are also responsible for all class changes. Students should pull up their finalized schedule on MyDSD. Once students have reviewed their schedules they can change it according to the following guidelines:

School Error: If there is an error in the student's schedule due to school personnel error the schedule will be changed free of charge. These errors are usually due to a duplicated class, a missing period, or a course selection that did not make it into the final master schedule.

Student/Parent initiated Change: If a student is not satisfied with their finalized schedule they may choose to make a schedule change for a \$10 fee. *Schedule changes will only be allowed during schedule pick-up and class change days.* Students should note that maintaining manageable class sizes is a high priority for Farmington Junior High, thus schedule changes will only be allowed if there is space available in the desired class.

Class Change Policy After Semester Begins

Students and parents must follow this procedure to initiate a class change after the semester begins:

1. If a problem exists within the classroom, the students and parent should, in a timely manner, contact the individual teacher to discuss the concern and needed changes to help the student perform at their best.
2. When a serious attempt and effort on the part of the student, parents and teacher has been made to remedy the situation and no satisfactory solution is found, then a student may initiate a class change by meeting with counselors and formally applying for a change.
3. Parents and students should understand that class changes create domino effects in a student's schedule. Classroom balance and teacher loads are a constant concern which we must take into consideration when making changes. **We will not move students into classes that are currently full.**
4. There is a form available in the counseling office to process a change. This must be approved by the Administration.

EXTRACURRICULAR ACTIVITIES

Participation in interscholastic athletics, cheerleading, student government, student clubs, graduation ceremonies, and other extracurricular activities **is not a constitutionally protected civil right.** Students who are suspended, transferred to an alternative placement, or expelled, may lose the privilege of participation in all extracurricular activities during the period of discipline and will not be afforded due process procedures to challenge the denial of participation.

Athletics

All students participating in competitive athletics in Davis County Schools must have at least a 2.0 GPA, and no more than 1 U or 1 F in the term prior to participation. Students must also have a physical examination before participating. The coaches will distribute a required form at the beginning of each season. This form must be filled out the first time a student participates in athletics, regardless of age or grade. Each year thereafter, a parent must sign a form assuming full responsibility for insurance and verify the student is in good physical health. Individual coaches may have specific requirements for participation in their sport/activity.

Cheerleaders/Mascot

To try out for cheerleading, a student must be in the seventh or eighth grade and must have a cumulative GPA of 2.5 or higher for the two terms preceding the tryouts with no more than two "N's" and no "U's" in citizenship during those two terms. Cheerleaders cannot participate in any other sport/athletic program except track.

Student Government

Student Body Officers and class officer elections will be conducted during the spring. Eligibility for running for an office is covered in the school constitution (3.0 GPA and no U's).

Standards Committee

A student placed on probation by the Standards Committee may be cleared for participation. A form will be circulated at various times throughout the term to determine scholarship and/or citizenship progress. This progress sheet will determine whether the student will be able to participate in extra-curricular activities for the remainder of the term. It is the responsibility of the extra-curricular faculty advisor to determine a participant's eligibility at the beginning of each term.

GENERAL POLICIES

All students at Farmington Junior High School are expected to obey the rules outlined in this handbook. The student/parent handbook can be found on the school website. Students who violate school rules will face consequences enforced by the administration in accordance with the Davis School District Discipline Policy.

In addition to obeying school rules, students are expected to obey rules and policies established by each teacher. These rules will be compatible with the district philosophy of appropriate conduct and performance, and will be communicated to the students. Discipline procedures will be based on the following point system (Behaviors listed are examples and the list should not be considered all inclusive).

Discipline Point System

Points	Behavior
5	<ul style="list-style-type: none">• Each Tardy
10	<ul style="list-style-type: none">• Littering halls, grounds, or a classroom• Disruption in any school related setting• Dress code violation• Continued cell phone or electronic device violation• Repeated display of public affection• Inappropriate language “swearing”
20	<ul style="list-style-type: none">• Defiance of authority and/or insubordination• Throwing snowballs and/or other items that may cause injury (may also result in suspension)• Harassment/Threatening,• Truancy
50	<ul style="list-style-type: none">• Safe Schools Violation

1. Points are issued by the administration. Teachers, as well as others supervising halls and other activities may refer students for infractions where points will be assessed. First 50 points - parents will be notified and 1 day of In-School Suspension or home suspension will be imposed. Two weeks of non-participation in school activities, including athletics and elected office will be imposed. Extended ineligibility will be determined as outlined in the FJH Constitution and/or sport, group, or club participation contract.
2. Second 50 points - parents will be notified and 2 days of In-School Suspension or home suspension may be imposed.

Options in Place of or in to Addition the Points Outlined Above:

1. Points may be doubled for a repeat offense for the same infraction or when the misbehavior occurs in a substitute teacher's class.
2. Police intervention or charges may be filed for disruption of school or safe school violations.
3. Lunch detention referral
4. Home school/shortened schedule
5. District Student Services referral.
6. Alternative educational placement.
7. Community service

Farmington Junior High expects students to behave with high citizenship standards. Students who do not follow the general disciplinary guidelines will be subject to our fourth term disciplinary contract that states: any student who has 100 points or more will be put on probationary status. Any behavior warranting administrative attention will mean a suspension the final days of the school year. Ninth grade students will also not be allowed to attend any of the closing social activities, including the 9th grade dance.

Eligible students (and parents) will be notified of the fourth term policy upon reaching the 100-point marker.

Bicycles/Skateboards/Rip Sticks /Long Boards/Roller Shoes

Please park bicycles in racks available at school for that purpose. The school cannot accept responsibility for damage or theft of bicycles at school. It is important that they be locked up.

Skateboards/Rip Sticks, roller shoes and Long Boards are not allowed to be used on campus at any time. Students can rent a hook in the office for \$5 yearly for skateboards or long board storage.

Non-educational Items

Non-curriculum items such as, but not limited to: toys, spinners, kendamas etc., are not allowed at school. These items may be confiscated.

FJH Electronic Use Policy (Rev. 7/2018)

Electronic devices are defined as any privately-owned devices that is used for listening to or creating music, information retrieval, calculating, recording, photographing, entertaining or processing. This policy includes, but is not limited, to computers, tablets, e-Readers, cell phones, MP3 players, radios, keyboards, calculators, CD players, and future created devices.

Students may possess and use electronic devices (or hereafter referred to as “e-devices”) on school grounds but ARE subject to the following rules:

- **E-devices shall NOT be used in a way that threatens, humiliates, harasses, or intimidates school-related individuals, including students, employees, and visitors, or be used in a way that violates local, state, or federal law.** While FJH will not routinely search confiscated e-devices, if there is reasonable suspicion as to questionable content (i.e. text threats, pornography, etc.) members of the administration may view the content. If documentation of inappropriate or illegal behavior is discovered, appropriate measures will be taken by school administrators and local law enforcement. According to DSD Acceptable Use Agreement and personal sensitivities, any photo or video of students on school grounds should not be published for public view with persons identified without their permission.
- **E-devices may be used at the appropriate times.** The e-device is to be “powered off” during classes. FJH will allow usage before and after school, in between classes, during lunch times (considering that they are used appropriately in common areas which do not disturb in-session classes) and in the office. **No devices should be used in bathrooms and locker rooms.** E-devices may not be used during any District-wide testing unless prior permission is granted. If it is urgent to contact the student or others immediately, please call the office. Leaving a text for the student to retrieve at an allowed time is also acceptable.
- When in use, e-devices must be set to “silent or vibrate” mode or be used with headphones. It is advised that these devices should not interfere with the face-to-face social interaction that is appropriate for this age group.
- **Each teacher has the right to dictate the usage level of e-devices in his or her own classroom.** At the first week of the semester, each teacher will instruct the students of their classroom usage allowances, if any. Students, who transfer into the class, must consult the teacher about their specific policies. The use of games or videos on an e-device may not be used in classrooms without a teacher’s permission.
- **Students are responsible** for any loss, damage or theft of their personal property or the contents on the e-device. Parents, we ask that you carefully consider whether your child needs to have any of these items at school.
- **Students will be subject to classroom and administrative consequences** when these devices cause a distraction or disruption to the learning environment, or when a student uses an electronic device in an inappropriate manner.

VIOLATIONS of Electronic Device Policy:

- **FIRST:** Student picks up electronic device after school and 5 disciplinary points
- **SECOND:** Parent contacted, and PARENT picks up device after school, 1-

- day lunch detention and 10 disciplinary points.
- THIRD: Parent contacted, and PARENT picks up device after school, 3-day lunch detention and 15 disciplinary points
- FOURTH: In-school suspension and possible further restriction of e-device usage (loss of usage, restricted privilege, etc.) at the judgment of the school administration and while working with the students' parents/guardians.

Dress and Grooming

(Approved and adopted by the School Community Council May 28, 2019.)

The Davis County School Board recognizes that dress and grooming standards affect the behavior of students. In order to promote respect for self, others, and authority, student safety, and exposing students to expectations about professional dress, Farmington Junior High has adopted the following dress standards:

- All students shall maintain themselves in a clean, groomed, and well-washed manner.
- Students shall wear shoes always—slippers are not allowed.
- Shirts shall cover the student's entire upper torso. All shirts, tops and dresses should cover at least three inches of the shoulder. Bare midriffs and sheer fabrics are not allowed. Low necklines will not be allowed.
- Length of skirts, dresses and shorts should be closer to the knee than to the top of the leg.
- Holes in shorts or pants that expose the top half of the thigh are not permitted.
- No obscene or suggestive words or pictures shall be worn on clothing. Pictures and symbols of gang affiliation, drugs, alcohol, or tobacco products are not allowed as part of student attire.
- Students may not wear hats inside the building at any time.
- Pants should be worn high enough that underwear is not exposed.
- Any accessories, such as chains, wheels, or blankets which pose a threat to others or which become a nuisance to the school environment are not allowed.
- Any attire, hairstyle, piercing or makeup which can be considered extreme and which brings a disruption of the educational process is not permissible.
- School officials may permit students to wear certain types of clothing for health or safety reasons, or, relating to certain specialized school-sponsored activities.

Students who violate the dress code will be asked to correct the problem and will be required to review the school dress code. Students will receive 10 discipline points for each dress code violation. If continued problems occur, parents will be notified and asked to bring students clothes that do not violate the dress code. If a parent cannot be reached, students will be asked to put on clothes that may be available at school. A lunch detention or in-school suspension may occur for repeat offenses.

Lockers

It is important that students make every effort to keep combinations confidential. **BE CERTAIN THAT YOUR LOCKER IS LOCKED AT ALL TIMES.** Once assigned to a locker, that student is responsible for that locker the entire school year. Lockers should be clean, free from all pictures, writing and gummed labels. Paper may be attached to doors with magnets only. Valuables should not be left in lockers. Periodically, police drug dogs will be in the school checking lockers for controlled substances. The administration has the right to search lockers at any time. Lockers are the property of the school and are provided for your convenience. Students must sign a locker agreement acknowledging this status along with other rules and regulations pertaining to the use of lockers to obtain a locker.

Media Center

The media center will normally be open 25 minutes before and after school. When classes are in session, students not accompanied by a teacher will be admitted only with a "Media Center Permit" issued by a teacher or other member of the staff. Students will not be allowed to bring backpacks or book bags into the media center at any time.

Students on their lunch hour will be admitted to the media center without a permit to study, read or other appropriate quiet activities. Those who desire to use the media center during lunch period must arrive no later than 5 minutes prior to the end of the lunch hour.

Books and other media items must be checked out at the circulation desk (a student I.D. card may be required at the discretion of the Media Specialist) before being taken from the media center. Most library books will circulate 3 weeks with one 3-week renewal allowed. Some books and other items will be loaned out for less than 3 weeks; these will be clearly marked. Reference books will not be circulated. When a student borrows a book or other item from the media center, he or she accepts sole responsibility for returning it on time and in good condition. Fines may be levied if an item is damaged or lost while on loan to a student. Overdue items will be subject to a fine of 10 cents per school day per item.

Physical Education Uniforms and Lockers

P.E. clothing is available for purchase from the school. Students should wear a regulation uniform as designated by the instructors. Lockers are provided for the safekeeping of students' clothing and other valuables while they are participating in physical activity.

Student Recognition

Farmington Junior High encourages students to be outstanding both academically and through citizenship. The following are a list of Student programs that recognize those Huskies that stand out as exceptional students at FJH.

- **Husky Pride:** Husky Pride awards are given out by faculty and staff members in our building to those students who demonstrate strong citizenship through extraordinary tasks either in the classroom or in the hallways. Students receiving a Husky Pride Award get to attend a Husky Pride party at the end of each term where treats and prizes are given out.
- **Student of the Month:** Each department selects one student each month who stands out among their peers. Departments may choose the student based on academic success, academic improvement or citizenship responsibility. Students receiving the student of the

month award are treated to lunch and prizes from the administration and PTA.

- **Citizenship Leadership:** Students are nominated and voted on by teachers each term as outstanding citizens. Students receiving this recognition are presented with a plaque and awards breakfast for their entire family to attend. Students are also recognized throughout the following term by the school.
- **Student of the Year:** At the end of the year faculty members select one 9th grade male and one female who have stood out among their peers for academics and for citizenship. These students are recognized during the 9th grade awards night and presented with a special plaque as well as a gift from the administration. Their names will also reside on a plaque that will hang in the school for years to come.
- **Outstanding Students:** At the closing of school faculty members choose the top student from each of their classes to present with an award. These students are invited to attend a special end of year breakfast with their peers.
- **Honor Roll Party-**Students who receive a 4.0 on report cards each term will be invited to a donut party. They will receive a certificate and recognition on announcements. Sponsored by DeFay Orthodontics.

Textbooks

A non-refundable book use fee is charged to all students. Textbooks are issued by teachers and must be returned to the same teachers upon completion of the course. Fines will be assessed to students who damage or lose books.

Visitors

We do not allow student visitors in our building. Please **DO NOT** ask us to make an exception to this policy. All other visitors and volunteers must check in through the office.

GRADES AND GRADING PERIODS

All grades are given quarterly. Parent-Teacher conferences are held during first and third terms to provide face-to-face opportunities for communication. Teachers will make every effort to notify students and parents in time for “preventive measures” before unsatisfactory grades are given. This does not relieve parents of the responsibility of checking grades. Parents may check student progress reports online by accessing their district MyDSD account. A student’s negative decisions and/or actions occurring at term end may not leave time for preventative measures. In this case, a student may be given a “U” or “F” without parent notification. **STUDENTS HAVE FULL RESPONSIBILITY FOR THEIR BEHAVIOR AND SHARED RESPONSIBILITY FOR LEARNING.** Grades and credit for 9th graders count toward high school graduation. Whenever questions arise on assignments or grades, or whenever a progress report is desired, students and parents are to first contact the teacher by appointment before or after school or during their preparation period.

Make-up Policy

If a student's absence is school excused or parent excused for acceptable reasons (See Attendance Policy), make-up will be allowed in each class. Teachers may establish time frames for making-up assignments and assessments (i.e. tests and/or performances). Teachers are expected to allow a reasonable amount of time for students to accomplish assigned tasks. It is the responsibility of the student to communicate with their teachers to schedule make-up time.

Grades, Honor Rolls

Only full-time students (6 or more classes at FJH) will be eligible for Honor Roll. Honor students are identified by grade point average (G.P.A.). Grade point is calculated by the computer each quarter.

High Honor Roll	3.80 and above
Honor Roll	3.50 to 3.79
Citizenship Honor Roll	5 H's - no N's or U's, and no ISS

Grade changes are not to be made to allow a student to become eligible to participate in an extracurricular activity, to attain an honor roll, to run for an elective office or other similar circumstances.

Honor Society

Students wishing to participate in National Junior Honor Society must have a cumulative grade point average of 3.75 for the three terms prior to the induction ceremony.

Citizenship Requirements for Graduation

Graduation requirements in Davis School District include satisfactory citizenship. Students can earn .25 units of citizenship credit in each class for each term, grades 9 through 12. The citizenship credit shall be awarded unless the student is involved in negative citizenship behavior which results in a "U". Teachers or administrators shall give students enough warning to remedy an impending "U" and will provide an opportunity to make up a "U" before the end of the grading period.

Appeals Procedure

A student who has lost citizenship credit and feels there are extenuating circumstances may request a hearing by the Standards Committee using the following process.

1. Submit the request for a hearing in writing to the school principal
2. Include on the written request a request for a parent advocate to be a member of the committee if student wants one present
3. Request the hearing by midterm of the following term.

Citizenship Make-up Credit

Citizenship make-up credit is available through Farmington Junior High School, approved Davis School District Community Education classes, pre-approved community service programs (see a member of the administration), or special alternative programs. District programs for make-up credit are also available through the school.

NOTICE OF NON-DISCRIMINATION

Davis School District and **Farmington Junior High** do not discriminate on the basis of race, color, religion, sex, age, national origin, disability, sexual orientation, gender identity, veteran status, or any other characteristic protected by law, in its programs and activities, and provides equal access to the Boy Scouts and other designated youth groups.

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

Steven Baker, Associate Director Human Resources

ADA (Employment Issues) Coordinator

Davis School District
45 East State Street, P.O. Box 588
Farmington, Utah 84025
tel: (801) 402-5315
sbaker@dsdmail.net

Midori Clough, District 504 Coordinator Section 504 (Student Issues) Coordinator

Davis School District
70 East 100 North, P.O. Box 588
Farmington, Utah 84025
tel: (801) 402-5180
mclough@dsdmail.net

Bernardo Villar, Director of Equity

Title IX Compliance Coordinator

Race, Color, National Origin, Religion, or Gender in other than Athletic Programs

Davis School District
70 East 100 North, P.O. Box 588
Farmington, Utah 84025
tel: (801) 402-5319
bvillar@dsdmail.net

Tim Best, Healthy Lifestyles Coordinator

Title IX Compliance Coordinator

Gender Based Discrimination in Athletic Programs

Davis School District
20 North Main Street, P.O. Box 588
Farmington, Utah 84025
tel: (801) 402-7850

tbest@dsdmail.net

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

ACCOMMODATIONS FOR INDIVIDUALS WITH DISABILITIES

In compliance with Section 504 of the Rehabilitation Act (504) and the Americans with Disabilities Act (ADA), the Davis School District and **Farmington Junior High** will provide reasonable accommodations to qualified individuals with disabilities. Students, parents, or employees needing accommodation should contact their school ADA/504 Coordinator [**name and school phone number**], their principal or supervisor, or you may contact the District ADA Coordinator, Steve Baker (402-5315), for parent or employee accommodations; or Section 504 Coordinator, Midori Clough (402-5180) for student accommodations.

SAFE & ORDERLY SCHOOLS

It is the policy of the Davis School District and **Farmington Junior High** to promote a safe and orderly school environment for all students and employees. Criminal acts or disruptive behavior of any kind will not be tolerated and any individual who engages in such activity will be subject to school disciplinary action as determined by school administrators, District disciplinary action as determined by the District Case Management Team, police referral, and/or prosecution. In determining appropriate discipline, school officials will consider the totality of the circumstances, including the severity of the offense, as well as the individual's age, disability status, intent, academic status, and prior disciplinary records.

WEAPONS AND EXPLOSIVES – AUTOMATIC ONE YEAR EXPULSION

Any student who in a school building, in a school vehicle, on District property, or in conjunction with any school activity, possesses, controls, sales, arranges for the sale of, uses or threatens use of a real weapon, explosive, noxious or flammable material, or actually uses or threatens to use a look-alike or pretend weapon with the intent to intimidate another person or to disrupt normal school activities, shall be expelled from all District schools, programs, and activities for a period of not less than one calendar year; unless the District Case Management Team determines, on a case-by-case basis, that a lesser penalty would be more appropriate. The terms “weapon,” “explosive,” and “noxious or flammable material” includes but are not limited to: guns, starter pistols, cap guns, knives, martial arts accessories, bombs, bullets and ammunition, fireworks, gasoline or other flammable liquids, matches, and lighters.

DRUGS/CONTROLLED SUBSTANCES

Any student, who possesses, controls, uses, distributes, sells, or arranges the sale of an illegal drug or controlled substance (which includes alcohol, tobacco in any form, and

electronic cigarettes), an imitation controlled substance, or drug paraphernalia in a school building, in a school vehicle, on District property, or in conjunction with any school activity, may be suspended, transferred to an alternative placement, tested for drugs, expelled, referred for police investigation, and/or prosecuted.

SERIOUS VIOLATIONS

Any student may be suspended, transferred to an alternative placement, expelled, referred for police investigation, and/or prosecuted for committing any of the following school-related serious violations: 1) threatening or causing harm to the school, school property, or person associated with the school, or property associated with that person, regardless of where the conduct occurs; 2) committing any criminal act, including but not limited to: assault, hazing, rape, trespass, arson, theft, vandalism, possession or use of pornographic materials on school property; 3) engaging in any gang activity, including but not limited to flashing gang signs, displaying or spraying gang graffiti, wearing or displaying gang related clothing or apparel, or soliciting others for membership in a gang.

DISRUPTION OF SCHOOL OPERATIONS

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

DUE PROCESS

When a student is suspected of violating **Farmington Junior High** or District policy the school administrator must meet with and inform him/her of the allegations and provide the student the opportunity to give his/her version of the incident. If the school administrator determines sufficient evidence exists to impose discipline the school administrator shall notify the parent that 1) this student has been suspended; 2) grounds for the suspension; 3) the period of time for which the student is suspended; and 4) the time and place for the parent to meet a designated school official to review the suspension.

AUTHORITY TO SUSPEND OR EXPEL

The school administration has the authority to suspend a student for up to ten school days per incident. If the school administrator desires or contemplates suspending for longer than ten school days or expelling a student, the school administrator shall make a referral to the District's Case Management Team.

BULLYING/CYBER-BULLYING/HAZING/RETALIATION/ABUSIVE CONDUCT

A student may be suspended, transferred to an alternative placement, expelled, referred for police investigation, and/or prosecuted for engaging in any written, physical, or verbal aggression, intimidation, discrimination, or abusive conduct of any school employee or student at school or a school-related activities regardless of location or circumstance,

including but not limited to bullying, cyber-bullying, hazing, or retaliation. District policy may be found at [5S-100 Conduct and Discipline](#).

SEARCH AND SEIZURE

School officials have the authority to search a student's person, personal property, or vehicle while located on school property or at a school sponsored activity, when they have reason to believe that the search will turn up evidence that the student has violated or is violating a particular law or school rule.

Students have no right or expectation of privacy in school lockers, desks, or other storage areas provided for student use. School Lockers, desks or other storage areas are the sole property of the Davis School District and **Farmington Junior High**. Periodic general inspections of school lockers, including the use of drug detecting canines, may be conducted by school authorities for any reason at any time, without notice, without student consent, and without a search warrant.

EXTRACURRICULAR ACTIVITIES

Participation in interscholastic athletics, cheerleading, student government, student clubs, graduation ceremonies, and other extracurricular activities is not a constitutionally protected civil right. Therefore, students who are suspended, transferred to an alternative placement, or expelled, may lose the privilege of participation in all extracurricular activities during the period of discipline and will not be afforded due process procedures to challenge the denial of participation.

COMPULSORY EDUCATION REQUIREMENT

A parent having custody over a school-age minor is required under State law to enroll and send a school-age minor to a public or established private school during the school year in the district in which the minor resides. The process of education requires continuity of instruction, class participation and study. Parents are encouraged to work with the school in promoting regular attendance of all students.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

Student Education Records

The Family Educational Rights and Privacy Act (FERPA) is a Federal law designed to protect the privacy of a student's education records. FERPA gives parents certain rights with respect to their student's education records. These rights are:

1. ***Inspect and review*** all their student's education records maintained by the school within 45 days of a request for access.
2. ***Request*** that a school correct education records believed to be inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

Parents who wish to ask the school to amend a record should write the principal or appropriate school official, clearly identify the part of the record they want changed and specify why it should be changes. If the school decides not to amend the record as requested by the parent, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment.

3. ***Provide consent*** before the school discloses personally identifiable information (PPI) from a student's record, except to the extent that FERPA authorizes disclosure without consent. Such exceptions include, but are not limited to:
- [a] school officials with legitimate educational interests;
 - [b] other schools to which a student is transferring;
 - [c] individuals who have obtained court orders or subpoenas;
 - [d] individuals who need to know in cases of health and safety emergencies;
 - [e] official in the juvenile justice system to improve education outcomes;
 - [f] a State agency or organization that is legally responsible for the care and protection of the student, including the responsibility to investigate a report of educational neglect;
 - [g] specified officials for audit or evaluation purposes; or
 - [h] organizations conducting studies for or on behalf of the District.

A **school official** is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving as a volunteer; a person serving on the District School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist), or to whom the District has outsourced institutional services or functions.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Student Directory Information

Directory Information, which is information that is generally not considered harmful or an invasion of privacy if released, may be released at the discretion of school officials, without consent, for appropriate reasons such as, school publications, newspaper articles, and to outside education related organizations. In addition, two federal laws require secondary schools to provide military recruiters, upon request, the names, addresses, and telephone numbers of their students.

The Davis School District has designated the following information as directory information:

1) student's name, address, and telephone number; 2) student's date and place of birth; 3) major field of study; 4) student's District email address; 5) parent email address; 6) participation in officially recognized activities and sports; 7) weight and height of members of athletic teams; 8) degrees, honors, and awards received; 9) photograph; 10) most recent educational institution attended by the student.

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

Parents who believe their rights have been violated may contact the school's administration or file a complaint with:

Family Policy Compliance Office, U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-5920
1-(800) 872-5327

Informal inquiries may be sent to FPCO via the following email address: FERPA@ED.Gov
Complaints should be reported as soon as possible, but not later than 180 days from the date you learned of the circumstances of the alleged violation.

RIGHTS UNDER THE PROTECTION OF PUPIL RIGHTS AMENDMENT

The Protection of Pupil Rights Amendment (PPRA) affords parents certain rights regarding the use of surveys or other school activities which may involve the collection or use of protected information.

These include the right to:

Consent before students are required to participate in any survey, analysis, or evaluation that reveals information, whether personally identifiable or not, concerning the student's or any family member's:

- [a] political affiliations or beliefs;
- [b] mental or psychological problems;
- [c] sexual behavior, orientation, or attitudes
- [d] illegal, anti-social, self-incriminating, or demeaning behavior;
- [e] critical appraisals of others with whom the student or family have close family relationships;
- [f] legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
- [g] religious practices, affiliations, or beliefs; or
- [h] income, other than as required by law to determine program eligibility.

Receive notice and an opportunity to opt a student out of activities involving collection, disclosure, or use of personal information obtained from students regarding any of the protected information areas.

Inspect, upon request and before administration or use of:

- [a] protected information surveys designed to be administered to students; and
- [b] instructional material used as part of the educational curriculum.

Davis School District has policies in place to protect student privacy as required by both State and Federal law. **Farmington Junior High** will directly notify you of the specific or approximate dates of activities which involve the collection or use of protected information and provide an opportunity to opt your student out of participating in such activities.

Parents who believe their rights have been violated may contact the school's administration or file a complaint with:

Family Policy Compliance Office, U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-5920
1-(800) 872-5327

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag shall be recited by students at the beginning of each school day in each public school classroom in the State, led by a student in the classroom, as assigned by the classroom teacher on a rotating basis. Participation in the Pledge is voluntary and not compulsory.

RELIGIOUS EXPRESSION IN PUBLIC SCHOOLS

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

PARENTAL RIGHTS IN PUBLIC EDUCATION

The Davis School District and **[name of your school]** shall reasonably accommodate ** a parent's or guardian's:

- Written request to retain a student in kindergarten through grade 8 on grade level based on the student's academic ability or the student's social, emotional, or physical maturity.
- Written request, prior to scheduled event, to excuse the student from attendance for a family event or a scheduled proactive visit to a health care provider. (*Student agrees to make up course work for school days missed for the scheduled absence*).
- Written request to place a student in a specialized class, a specialized program, or an advance course. (*In determining whether placement is reasonable, the District shall consider multiple academic data points*).
- Request to excuse the student from taking an assessment that is federally mandated, is mandated by the state, or requires the use of a state assessment system or software that is provided or paid for by the state.
- Initial selection of a teacher or request for a change of teacher.
- Request to visit and observe any class the student attends.
- Request to meet with a teacher at a mutually agreeable time if unable to attend a regularly scheduled parent teacher conference.

Each accommodation shall be considered on an individual basis and no student shall be considered to a greater or a greater or lesser degree than any other student.

**Reasonably accommodate for purposes of this section means the District or school shall make its best effort to enable a parent to exercise a parental right specified here without substantial impact to staff and resources, including employee working conditions, safety and supervision on school premises and for school activities, and the efficient allocation of expenditures; while balancing: the parental rights of parents; the educational needs of other students; the academic and behaviorally impact to a classroom; a teacher's workload; and the assurance of the safe and efficient operation of a school.

The parental rights specified here do not include all the rights or accommodations available to parents or guardians from the public education system.

MEAL CHARGES IN SCHOOLS

The purpose of these procedures is to establish consistent meal charging and collection procedures districtwide. The District's goals are:

- To maintain a positive experience for students during meal service.
- To treat all students with dignity and respect.
- To establish practices which are age appropriate.
- To minimize meal charges and encourage parents to pre-pay for all meals.
- To promote parents' responsibility for meal payment and self-responsibility of the student.

Meal Accounts: Payment in advance for meals enables the District to achieve these goals. Personal checks and cash deposits are accepted daily at the schools. For convenience, deposits may also be made by credit/debit card through a parent's myDSD account.

Emergency Meal Service: The Board of Education acknowledges that on occasion, students may forget or lose meal money. In such cases, the student's statement of need shall be accepted, and a meal will be made available. School lunch employees shall not, withhold a meal, provide an alternate meal, pull a student from the line, ask the student to call his parent or friend, stamp the student's hand, or otherwise call attention to the student who has forgotten or lost meal money. A school lunch employee may remind a student *attending a secondary school* that his account is in the negative. **The cost of the unpaid meal will be charged to the student's account.**

Evaluate Individual Circumstances: When a student repeatedly comes to school without a meal from home or money to participate in the school meal program, school administrators should consider if circumstances in the home warrant contacting social workers or Child Protective Services. Frequent requests may indicate the family's need for free- or reduced-price meals. School administrators may work with the family to apply for school meal benefits. **All meals eaten before a free- or reduced-price meal application is processed and approved are the responsibility of the parent and must be paid for.**

Repayment for Meal Charges and Bad Checks: Federal guidelines prohibit the Food and Nutrition operation from writing off bad debts as a result of charged meals. Every effort will be made to collect for unpaid meals. Unpaid meal charges may result in the following:

- An automated telephone call to the parent.
- An email sent to the parent.
- A verbal reminder to student attending a secondary school.
- School lunch manager contact parents by phone or notes in teacher mailboxes.
- In case of significant delinquent payments, a letter will be sent home from the Food and Nutrition Department.

Parents are responsible to pay all their student's meal charges. All unpaid charges will be added to the list of any outstanding fees or unpaid fines at the end of the school year. Uncollected meal charges shall be handled the same as other school debt.

APPENDIX A

SELECT DISTRICT POLICIES

Purpose & Philosophy

The Board of Education recognizes that a variety of school sponsored student activities enrich a student's academic program. Participation in student extracurricular activities is encouraged to aid in the development of well-rounded personalities, with special emphasis on social, emotional, and physical fitness.

Policy

The District shall establish minimum eligibility standards, in grades 7-12, that will determine the quality of scholastic performance by students who participate in extracurricular activities. "Scholastic" includes both academic and behavioral performance. Schools have the authority to establish higher scholastic standards.

Qualified persons with disabilities shall not be denied the opportunity to try out for teams or other nonacademic and extracurricular services and activities because of their disability. The IEP or 504 Plan shall identify exceptions to the minimum scholastic requirements.

Academic Eligibility

- 3.1 Students must hold a minimum term grade point average (GPA) of 2.0 in the preceding grading period and meet the Utah High School Activities Association (UHSAA) standards to participate in cheerleading and activities sponsored by the UHSAA.
- 3.1.1 Students falling below the term 2.0 GPA will be ineligible to participate in the succeeding grading period. Mid-term progress reports do not apply.
- 3.1.2 No student shall be eligible to represent his or her school if he or she has academically failed more than one subject in the preceding grading period. Incompletes (I) are considered failures until made up.
- 3.1.3 Determination of academic eligibility shall be made no later than the seventh calendar day following the last day of the grading period. **Grade changes after that time cannot restore lost eligibility.**

Citizenship Eligibility

- 4.1 Students receiving one "U" will be subject to review by the School Standards Committee
- 4.1.1 A student may be put on probation and allowed to participate if the committee feels that there have been mitigating circumstances, or that an honest effort is being made to improve.
- 4.2 Students receiving a "U" from two (2) or more individual teachers will be eliminated from extracurricular activities immediately and for the succeeding term.

Scholastically Ineligible Students

- 5.1 A student who is scholastically ineligible for a grading period cannot represent the school in any contests with varsity, junior varsity, sophomore or freshman teams, whether it be pre- season, league or post-season competition. A student in violation of the scholastic rule shall not:

- 5.1.1 be in uniform on competition day;
- 5.1.2 warm-up with the team;
- 5.1.3 be introduced as a member of the team; or
- 5.1.4 sit on the bench with the team.

Students Exempt from Compulsory Public School Education

- 7.1 Students exempted from compulsory public school education for instruction in private or home schools may be eligible for participation in extracurricular public school activities provided they are taking courses comparable to traditional school.
- 7.2 Private or home school students may only participate in extracurricular activities at the school within whose boundaries the student's custodial parent or legal guardian resides.
- 7.3 In order to participate as school officers class officers, cheerleaders and similar positions, a student must be enrolled in a District school full time.

Suspended or Expelled Students

Participation in interscholastic athletics, cheerleading, and other extracurricular activities is not a constitutionally protected civil right. Therefore, students who are suspended or expelled may lose the privilege of participation in extracurricular activities, including practice, during the period of suspension/expulsion and may not be allowed to invoke due process procedures to challenge the denial of extracurricular participation.

APPENDIX B FARMINGTON JUNIOR HIGH SCHOOL

Preamble

We, the students and faculty of Farmington Junior High School, have developed this constitution to promote unity between students, faculty, and the administration. It is to serve as a guide to provide student participation in school affairs, to encourage self-direction, and to promote wholesome school spirit.



Article I - Name and Emblem

Section 1: Name of Organization

The name of this organization shall be The Associated Students of Farmington Junior High.

Section 2: Emblem

The emblem of Farmington Junior High shall be the Husky.

Section 3: Colors

The school colors are forest green and white.

Section 4: School Song

The school song shall be We Are From Farmington.

Section 5: School Newspaper

The name of the school newspaper shall be the Husky Howler.

Article II - Purpose

The purpose of this organization shall be: (1) to provide a means of giving all students a voice in the operation of the school through their elected officers and home room representatives, (2) to institute democratic procedures in student government, (3) to improve school spirit and morale, (4) to assist in the management of school activities, and (5) to promote high ideals and wholesome activities.

Article III - Membership

Section 1: Membership: All students attending Farmington Junior High School shall be members of this organization.

Section 2: Honorary Members: The faculty, administrators, secretaries, custodians and adult cafeteria workers shall be honorary members.

Section 3: Rights and Privileges: Students shall be involved in the planning and executing of activities as well as the election of officers and representatives. Honorary members may assist in planning and executing activities, but shall exercise no vote.

Article IV - Standards Committee

Section 1: Purpose: A Standards Committee shall consider appeals of students when a question of eligibility is involved pertaining to office or to extra-curricular activities.

Section 2: Membership: Voting members of the Standards Committee shall consist of one administrator, two teachers (one who currently has the student or has had the student, and one that does not know the student), the advisor or coach of the student's activity in question, and the school counselor. Others who may be present to provide information, but are not voting members, are the student, the student's parent/s, the teacher who gave the below

standard grade. (Revised 5/2002, by student and faculty vote)

Section 3: Vote: A majority vote of those present shall determine the outcome of each case. The vote shall determine whether the student on probation shall continue on probation, be reinstated in the extra-curricular activity, have such activities curtailed for a specific time period, or be removed.

Article V - Executive Officers

Section 1: Executive Body: The Executive Body shall consist of a student body president, vice president, and secretary.

Section 2: Who May Serve: Executive Officers shall be members of the ninth grade in the year that they serve in office.

Section 3: Method of Selection: Executive Officers shall be elected by popular vote by the seventh and eighth grades in the spring of each year.

Section 4: Scholastic Standards: Executive Officers shall have a cumulative grade point average of 3.0 for the three quarters prior to running for office and while serving in office.

Section 5: Citizenship Standards: In the three terms prior to running for office, students shall receive no more than two "N"s or one "N" and one "U". Students while in office shall not have more than one "N" and no "U"s. (Changed on May 2, 1990, by student and faculty vote.)

Section 6: Probation/Removal From Office: Officers who do not meet the scholastic or citizenship requirements will be ineligible to serve as an officer as interpreted by the Advisor, Administration and/or the Standards Committee for the succeeding term. If, in the succeeding term, the requirements are not met, they shall be removed from office. The administration shall have the right to remove a student from office or put them on probation for conduct unbecoming an officer. (Changed on May 2, 1990, by student and faculty vote.)

Section 7: Vacancies: If a vacancy occurs in an Executive Office, the duties and powers shall be transferred through the following line of succession: President, Vice-President, and Secretary. Any remaining vacancies may be filled by the Standards Committee without a general student body election.

Section 8: Duties: The Executive Officers shall preside over all meetings of the student council under the direction of the advisor or administration, be a liaison between students and faculty, serve as historians of the school, and perform such duties as the Council may direct.

Article VI - Class Officers

Section 1: Class Officers: The seventh, eighth, and ninth grades shall have a President, Vice-President, and Secretary. The officers shall be members of the grade in which they serve.

Section 2: Method of Selection: Class Officers for the eighth and ninth grades shall be elected in the spring of each year. Seventh grade officers will be elected in the spring of their sixth grade year at their respective elementary school within Farmington Jr. High School boundaries. (Changed on May 3, 1999, by student and faculty vote.)

Section 3: Scholastic and Citizenship Standards: Class Officers shall maintain the same standards to run and remain in office as the Executive Officers as outlined in Article V, Sections 6 and 7.

Section 4: Probation and Vacancies: Terms of probation and the filling of vacancies for the Class Officers shall be the same as for Executive Officers as outlined in Article V, Sections 6 and 7.

Section 5: Duties: Class Officers shall promote worthwhile activities for the students in their

grade and be representative of class interests.

Article VII - Student Council

Section 1: Membership: The Student Council shall consist of all Executive and Class Officers as well as elected representatives from each home room in the school.

Section 2: Oath: All elected officers shall take and subscribe to the following oath: "I, ____ (name), promise to faithfully execute the duties of my office and to represent the best interests of Farmington Junior High School."

Section 3: Homeroom Representatives: Each home room shall elect by majority vote one representative and an alternate to the Council. Representatives and alternates shall maintain a 2.0 grade point average the term preceding election and while serving have no unsatisfactory citizenship grades, or serve in ISS or home suspension.

Section 4: Time of Selection: Representatives and alternates shall be chosen shortly after the beginning of each semester. They shall serve in office until the end of the semester unless the home room desires to change representatives at the beginning of the new semester. An officer may not serve as the home room representative or alternate.

Section 5: Faculty Advisor: The administration shall select a faculty member to advise and assist the Student Council in the planning and execution of their duties.

Section 6: Duties: The Student Council shall assume duties that are in the best interest of Farmington Junior High in the areas of service, social betterment, and administrative assistance. The Council shall be representative of the entire student body and as such shall take into consideration recommendations presented by members of the Council.

Article VIII - Elections

Section 1: Method of Nomination: Candidates shall meet the requirements of the office they seek as outlined in Article IV and V. They shall be nominated through petition signed by twenty-five students who are eligible to vote for the candidate.

Section 2: Nominating Assembly: Qualified candidates who have properly filed petitions, shall be introduced to the students eligible to vote at a nominating assembly. A primary election shall follow the nominating assembly reducing candidates for each office to two.

Section 3: Voting: The elected Executive and Class Officers shall be responsible for printing, distributing and counting ballots. The advisor shall supervise this process.

Section 4: Campaigning: Candidates shall follow the campaign procedures as outlined by the administration and advisor.

Article IX - Amendments

Section 1: Origination of Amendments: Members or honorary members shall have the right to propose changes to the constitution. Amendments shall be presented to the Student Council upon filing a petition of fifty names.

Section 2: Publicity: All proposed amendments shall be given ten days of publicity prior to a vote. Time shall be provided in home rooms to discuss the proposed amendments.

Section 3: Ratification of an Amendment: If two-thirds of the Student Council and the administration approve of the proposed amendment, it shall be placed before the general student body for a vote. An amendment shall be ratified upon a vote of three-fourths of the

student body.

Article X - General Standards

Section 1: Activities: All activities shall be approved by the administration. The administration or a representative, assisted by the faculty, shall supervise all activities, assemblies, and other extra- curricular activities.

Section 2: Student Organizations: All student organizations shall have their own by-laws. They shall report their planned activities to the Student Council for approval.

Section 3: Procedures: All rules established by the Davis County School Board and the administration of this school shall be adhered to by this student organization.

Article XI - Amendments

Section 1: Other Officers: Along with the student body officers set forth in Article V, Section 1, additional officers may be appointed by the student council and the administration. The officers needed will be determined by the student council and applications will be reviewed by the council and administration after the elections each spring. Students applying for these offices must meet the same grade and citizenship requirements as student officers. Responsibilities and job description will be determined by the student council.