



**Crimson Cliffs High School Faculty Handbook
2023-2024**

“Learning Through Guidance and Growth”

**4430 South Crimson Way
Washington, Utah 84780
435-634-7015
<http://cchs.washk12.org>**

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Section 1 CCHS Staff and Departments

Administration:

Rusty Taylor-Principal
Kent Fairbourn-Asst. Principal/Std. Services
Gabi Hasenbeck-Asst. Principal/AD
Aubrey Johnson-TSA - Admin
Tyler Nash-School Resource Officer

Secretarial Staff:

Nikki Salay-District Finance, Purchasing
Amber Mills -Athletics, Bldg Scheduling
Lori Rea-In-School Finance
Melinda Hauck-Attendance Secretary
Angie Matheson-Registrar, Counseling Center
Lacie Hughes-Secretary, Counseling Center
Krystal Dean-Scholarships

Counseling:

Denise Wallmann (lead)-Students A-De
April Erickson -Students Di-J
Robyn McKean-Students K-P
Mindy Smith-Students Q-Z
Heidi Tufts-School Psychologist

Language Arts:

Sallie Sullivan-Dept. Chair
Rachel Robins-Learning Coach
Janessa Miller
Jennifer Youngberg
Camille Sylvester - Yearbook
Tiffany Nelsen
Marisa Ericksen
Dana Raine
Steven Reed

Math:

Shelly Brickey-Dept. Chair
Nathan Smith
Neil Duncan
Ashley Hurd
Tassy Witt
Andrew Bellavance
Brandon Manning

Science:

Russ Blair-Dept. Chair
Aubrey Anderson
Katie Schlinkman
Ashley Sant
Kyle Taylor

Social Science:

Jennifer Tuttle-Dept. Chair
Jenifer Andrus
Kelan Weiss
Steven Hall
Jessica Anderson
Justin Phillips

Tech Support

David Pay
Joseph Davies

Student Services Team

Holly Avery-Student Mentor
Louise Marchant-Student Mentor
Mattie Heiney

Media Center

Kathy Gubler-Librarian
Cindy Stevens-Credit Recovery Paraprofessional
Amy Thompson-Wellness Room Paraprofessional

Foreign Language:

Juan Mendez-Spanish Dept. Chair
Melissa Wilding-ASL/Student Gov.

Physical Education/Health:

KaCee McArthur-Dept. Chair
Justin Abbott
Matt Legerski
Andy Stokes
Ashley Wollam-Athletic Trainer

Fine Arts:

Linda Heikkila-Dept. Chair/Choir
Jenifer Andrus-Theater
Stephanie Snow-Orchestra
Courtney Pearce-Dance
Ceal Muldoon-Painting/Drawing
Tabitha Nygaard-Painting/Drawing
Michael Bishop-Ceramics
Chris Raybould-Band

Special Ed.

Molly Francis-Dept. Chair/Special Ed. Teacher
Shauna Gardner-Severe SpEd
Shaleah Hansen-Special Ed. Teacher
Cory Walker-Special Ed. Teacher
Holly Poulson
Beckie Adamson-Paraprofessional
Cindy McCoy-Paraprofessional
Jill Norman-Paraprofessional

Career & Tech. Ed.

Dusty Allen-Dept. Chair/Video Production
Carly Everett-Graphic Arts
Janette Bean- FACS/Pro-Start
Ashlee Bench-FACS
Ben Bagley-Animal Science, Plant and Soil
Justice Fitzgerald, Animal Science, Plant and Soil
Cari Heizer-Computer Science
Tiffany Moore-Business and Marketing
Tony Ford-Autoshop Teacher
Brett Davis-Woodshop Teacher
Andy Stokes-Financial Literacy
Bryce Ransom-Aviation, Welding

Custodians

Dale Wooten-Head Custodian
Robert Perkes
Marajane Bryan
Fausto Castro
Tonya Hanson
Matt Mason
Matthew Torgerson
Christina Aguirre
Rance Bill

Cafeteria/Lunch

Penny Stucki
Ferishta Mansoori
Tim Cox

SECTION 2 CCHS Professional Practices

1. School Hours:

Teachers should be in their classrooms at the scheduled contract time each day; **7:45 a.m. to 3:15 p.m.** If it is necessary to leave campus during the work day, please let our secretaries or administration know.

2. Dress and Grooming Standards:

We send a message about who we are by the way we dress; therefore, dress professionally. Levi or denim pants for men or women may be worn on Fridays with a school shirt or when appropriate for teaching. Please review the WCS D policy regarding dress and grooming. <https://procedure.washk12.org/policy/1000/1470>

3. Professional Practices:

The faculty and staff will use best practices as we make students and students learning our priority and focus.

4. Lesson Plans:

All teachers are required to prepare daily and yearly lesson plans per WCS D policy. <https://procedure.washk12.org/policy/4000/4000> Teachers will take part in the development and implementation of curriculum maps for each subject taught.

5. Hall Passes:

Teachers should establish a classroom procedure such that students do not leave the room without your knowledge. Students are not to be in the halls without a valid reason. Please issue a hall pass to a student if they need to leave your room. Because of liability issues, do NOT issue students off-campus passes

6. Classroom Cleanliness:

Please help the custodians by;

- Keeping your assigned classroom floor free from clutter.
- Keeping food out of the classrooms. If you feel an activity with food is relevant to the lesson, please do it in an eating area designated for the purpose.
- Cleaning up after projects -- keep all rooms neat and tidy. Allowing a minute at the end of the class/day for students to “pick up” the room.
- Developing a sense of pride in your room. It will positively affect students.

7. Classroom/Building Security:

Keys are issued at the beginning of the year. Please note that:

- It is illegal to duplicate school keys.
- Loss of keys creates a possible security problem. There may be a fine for a lost key or fob.
- Do not loan your keys or fob to anyone.
- Keep your keys and fob in a secure place. It is recommended that you have them with you at all times.
- When you leave an area after hours, ensure that all outside doors are closed and locked.

8. Attendance:

WCSD Attendance Policy: <https://procedure.washk12.org/policy/2000/2900>

Attending classes on a regular basis is imperative to the academic success of our students. At CCHS it is crucial for teachers to keep accurate, **DAILY** attendance records, preferably taking roll at the beginning of class. Attendance information is recorded on Power School and open to parents' review.

Coaches/Advisors: Please inform those athletes or activity participants of the responsibility to attend class. If students miss a class the day of an activity, without prior permission, they will NOT be eligible to participate in an athletic event or activity that day.

CCHS Attendance Policy-Due Process

Remember, all absences are per class, not total absences and all absences are considered in the total, excused and unexcused.

- **At 5 absences and failing grade, teachers** will send an email via PowerSchool to parents. The **Teacher** contacts parents and student about the concern; absences and failing grade. [5 Absences and a Failing Grade Email for teacher use](#). The CCHS attendance secretary will send a text message to the parent about our school's concern.
- **At 7 absences and failing grade**, a second email will be sent to parents by an administrator to discuss the concern and possible solutions.
- **At 9 absences and failing grade**, an administrator contacts the student's parent(s) to discuss the concern and possible solutions. The student and their parent(s) may be asked to meet with an administrator and a counselor to discuss solutions/alternative placements.
- **At 11+ absences and a failing grade**, students/parents may be required to meet with district student services director Karen Bess to determine court referral as per administration. Students may be referred to juvenile court or youth court for excessive attendance/truancies.
- **At 11+ absences and with a failing grade, students will fail the class** and be transferred to an online version of that class immediately to recover the credit, students will have to pay the \$50 fee for credit recovery.
 - If students recover the credit before the first day of the next quarter they may be reimbursed the \$50 fee as an incentive to quickly recover the credit. **This will replace the credit for graduation, not the F on the transcript.**

- If the student does not recover the credit by the first day of the next quarter they will be enrolled in a Basic Academic Skills class in place of an elective until they recover the credit for classes required for graduation.

Absences will be assigned the following letters on PowerSchool:

T-Tardy (right after the bell rings)	C-COVID positive
W-Way Late (20 min. after bell rings)	A-School Related Activity
E-Excused Absence	O-Office Excused
X-Unexcused Absence (or 40 min after bell)	B-Bereavement
S-Truant	L-Late Excused
M-Medical/Chronic Illness	V-Educational Travel
F-Flu	I-In School Suspension
R-Restitution	Z-Suspension
H-Homebound	

CCHS Tardy Policy-Due Process

A student is considered tardy if he/she is not in the classroom when the tardy bell rings. Total tardies, per class, will result in the following:

- **5 or more per class**-Teacher emails/calls home to discuss tardy issues.
[Tardy Email for teacher use](#)
- **7 or more per class**-Student is assigned 1 lunch detention for every tardy at this point. During lunch detention, students are educated on how to check their tardies on PowerSchool. The attendance secretary sends a text message to parents about the assigned lunch detention the day before the assigned lunch detention. Students receive a written notification of their assigned lunch detention.
- **9 or more per class**- Parent/Admin meeting to discuss solutions. Lunch detention is still assigned for every tardy.
- **11 or more per class**-In school suspension or other interventions as per admin.

CCHS Teachers and Tardies:

It is the teacher's responsibility to communicate the expectation to students to be on time to class and plan meaningful and engaging lessons/activities that reflect that expectation.

Teachers are expected to keep accurate attendance records including tardies. **Teachers** will be in the halls or at their classroom doors during passing time helping students get to their classes. **Teachers** welcome students to class at their classroom door. All teachers will keep a sign-in sheet to help keep track of tardies. **Suggestion:** Have a bellwork or warm-up for students to work on as they enter class.

*Use Attached Tardy Sign-In Sheet to keep accurate track of tardies. [CCHS Tardy Sign-in Sheet](#)

Teachers will mark students accordingly:

- Late for class (T)
- 20 minutes after bell, way late (W)
- 40 minutes or more is an absence (X)

***Teachers, please give students a reason to be in your class on time, every class time.**

Attendance Rewards and Recognition:

Teachers are encouraged to use Positive Behavior Interventions such as **Mustang Merits** School Rewards Program to reward and recognize positives in attendance. Cards or Points are given to students for their efforts. **Communicate often with your students and their parents about your expectations. Build relationships.**

CCHS Administration Attendance Rewards: Students will be recognized and rewarded for perfect attendance and improved attendance.

Attendance-Field Trips: Teachers use “In Good Standing” Forms before field trips and activities. Students have teachers do a grade check and sign the form before students are cleared to attend. [CCHS Field Trip Form](#)

Attendance Policy Dissemination: CCHS’s Attendance Policy is posted and available to view under “Quick Links” on our website: <https://cchs.washk12.org/> CCHS has also published our attendance policy in our student registration materials; student, parent, and faculty handbooks and in other appropriate school publications as directed by the Superintendent. <https://procedure.washk12.org/policy/2000/2900>

Absences and Missing School Work:

Students are responsible for the completion of any work missed due to absence, regardless of the reason for the absence (excused, unexcused, truant). Students with absences prior to the midterm week will be allowed to submit completed make-up work through the midterm grading period. Students with absences following the midterm week will be allowed to submit completed make-up work through the end of the current grading period. The school is encouraged to provide opportunities for students to make up lost time and assignments, such as; homeroom, lunchtime (up to teacher), or after school make-up. Students must visit with their teachers to arrange time for make-up work. A parent, teacher, or a school administrator may request a conference to discuss the attendance of a student whom they deem to have an excessive number of absences; and follow procedures as per policy: <https://procedure.washk12.org/policy/2000/2900>

9. Grading Guidelines and Information:

CCHS GRADING POLICY

Purpose: The purpose of a grade is to communicate subject-area skills and knowledge proficiency to the student, parents, and others and give feedback for improvement in teaching and learning. Our guiding principle for all grading decisions is to accurately measure and communicate demonstrated levels of student learning and skills proficiency.

Assignment Deadlines: Teachers may use quarter mid-term dates as a cut-off deadline for late work, retakes, and missing assignments. Teachers should plan remediation time within a grading period. Students must completely remediate an Incomplete grade within one week of the end of the term in order to receive credit. Immediately following, students with an I or an F grade will be directed to credit recovery or other grade remediation by counselors and/or administration.

"Extra Credit": Teachers will **not** give "extra credit" assignments to enable students to add points to their grade; rather, teachers may give students additional or alternate opportunities to improve or demonstrate their learning of essential skills. Every assignment will have a clear learning purpose relevant to core standards.

Grading Scales: Teachers will use a grading scale that communicates an accurate measurement of student achievement. Assessments will make up no less than 75% of a student's final grade. Practice or similar assignments will make up no more than 25% of a student's final grade. Attendance can be a small portion of the 25 % as well.

10. PowerSchool Grades:

- You are required to update your grades before you leave at the end of the last school day each week. Keeping your grades updated provides parents and students with current progress towards learning objectives. Communication with parents is essential therefore, **you are required to send at least 2 emails each quarter to parents.**

11. Grade Changes:

- **Grade Changes:** If a grade change is necessary, a Grade Change Form from the registrar counseling center needs to be COMPLETED and submitted **BY THE TEACHER** to the counseling center before the next grading period. UHSAA also only considers the recorded grade when determining eligibility. Grades will be finalized 5 days after the end of the quarter.
- Grade changes need to be worked out with the grading teacher. **A grade change cannot be made later than 2 weeks into the next quarter. Beyond 2 weeks must be approved by the principal.** Fourth quarter grades must be finalized at the end of the quarter and cannot be changed the following school year.
- The grade replacement process may be completed for grade changes that were not completed during the quarter following the given grade. Grade replacement would require the student to retake the class.
- Students cannot retake a class here at CCHS...online is an option.

*Please inform and involve parents: <https://procedure.washk12.org/policy/4000/4020>

12. Evaluations/Observations:

School administrators are required by WCSD policy to conduct regular evaluations. CCHS will evaluate teachers consistent with the EYE format and recent legislation. All teachers will be evaluated yearly by administration.

13. Student Aides:

Seniors may apply to serve as a teacher aide. A teacher may request one student aide from the existing pool. If you have a need for more than one teacher aide, **clear it with administration.**

14. Substitutes:

WCSD uses the Frontline Education program in all schools for teachers to request a substitute for an absence. This service is user friendly and allows you to call or go online to request a preferred substitute well in advance of your scheduled absence and may be accessed until **7:30 A.M. each day.** [Frontline - Sign In](#)

Arranging for a substitute is the teacher's responsibility. Each teacher must provide the substitute with a detailed lesson plan. If you have any questions regarding substitutes please contact **Melinda Hauck** in the front office.

If you are asked or volunteer to substitute for another teacher, "Super Sub", you will be paid. The teacher requests the Super Sub through Frontline. Refer to our attendance secretary **Melinda Hauck** for instructions.

15. Movies and Videos:

WCSD 4240 <https://procedure.washk12.org/policy/4000/4240>

- Videos, instructional or otherwise, are not to be shown during regular school time except for instructional purposes and must be directly related to the curriculum.
- Videos rated with restrictions (other than "G") may not be shown without written parental consent.
- Preview any student suggested materials (YouTube, or other computer generated material) before presenting them in class. Ensure that the material meets the criteria in WCSD policy 4240.
- If commercial videos or other movies are shown outside regular school hours for students, parents must be notified.
- CCHS is responsible for following applicable copyright laws and/or fees.

16. Cell Phone and Electronic Communication Devices (ECDs):

WCSD Policy: <https://procedure.washk12.org/policy/3000/3700>

CCHS school-wide expectations:

1. Devices should be out of sight OR placed in the designated location when students enter the classroom.
2. Headphones/earbuds should be removed and put away before entering the classroom.
3. Headphones/earbuds can only be worn with the teachers' permission.

Teachers, administration, or any school official may confiscate a Cell Phone or ECDs (including the power source) that are used inappropriately.

- The 1st offense; the device may be returned to the student at the end of the class period by their teacher or at the end of the school day if sent to the front office. **Teachers, label the device if sent to the main office.**
- The 2nd offense; the device will be in the main office and will be returned to parent or guardian only.
- If there is a 3rd offense, it will be considered insubordination and disciplinary action will be taken by the school administration.

17. Assembly Supervision:

All teachers are expected to attend assemblies to help supervise. Being visible is a helpful deterrent to problems.

18. Weight Room – Staff Access:

CCHS faculty and their immediate families may use the weight room outside school hours; however, **staff must be with their families** while they are in the weight room. **Do not lend your keys to your family member or anyone.**

19. Visitors:

CCHS faculty are asked not to have visitors or family members at the school with them during work hours. Please become familiar with WCSD policy:

<https://procedure.washk12.org/letters/Admin/A094>

20. Computers, Email, and Acceptable Use Policy:

- Secure your computer. **Students must never have access to your computer or files.**
- Check your email often. Use school district email for professional purposes only.
- Review and follow WCSD Acceptable Use Policy. Protect your professional career.
- Do not share school email lists with others.

SECTION 3 Behavior Guidelines

Behavior Management:

As a staff member at Crimson Cliffs High School, part of our stewardship is to ensure discipline on campus. Please take action as any reasonably prudent person would in situations where students, staff, school materials or the building is being abused or threatened. If you are unable to resolve the issue on the spot, please bring those involved to the office (or report names). According to WCSD board policy (<https://procedure.washk12.org/policy/2000/2120>) and school rules, you have the right and responsibility to direct students as needed; however, corporal punishment is not an option as a disciplinary action. Remember to be firm, fair, consistent and encourage the positive behavior you would like to see.

Suggestions for Reducing Classroom Problems:

Crimson Cliffs High School is a Professional Learning Community and as a professional, you should be familiar with the PLC model. Incorporated in that model is an overarching philosophy of student engagement. Read about and understand the philosophy. It does not preempt your personal philosophy but should help you perfect it.

- Work within the PLC framework to engage students in meaningful learning.
- Visibility helps curb disciplinary problems. Teachers' visibility in the halls during passing times reduces problems significantly.
- Use our school wide behavior model Positive Behavior Interventions & Supports (PBIS) which models and teaches positive behavior expectations.

Before Sending Students to the Office:

As you work with students, sending them to the office is an option but you should exhaust all other options first. Suggestions include:

- Work with the student in class.
- If necessary, have them step into the hall until you can talk to them.
- Contact and consult with the parents.
- If more intervention is needed, invite the parents to conference and formulate an agreement with the parents and student.
- If these options do not work, **bring** the student to the office.
- There are times when you need help immediately. Call for an administrator or SRO to come to your room when those times arise.
- Teachers are NOT authorized to suspend a student from class or require that the student transfer classes.
- If you feel the student would benefit from a different setting, consult with administration. If agreed, the change will be made through counseling and with parental support.

Teaching by Example: It is important that we present a positive example in our classrooms. Messages carried home by our students can be beneficial or detrimental. The way you dress and your decorum with and around students should always be professional. Values, morals, ethics, and respect for others are taught every day by your presentations and personal example.

Remember the behavior expectation begins with us and we model, teach, praise, and reteach that expectation of positive behavior in the classroom.

Section 4 Extracurricular Related Guidelines and Procedures

Finance Related Information: These guidelines for purchasing materials using school money are to protect you and the school. Please read and understand them as you will be held financially accountable.

Purchases with School Money:

a. You MUST have an approved purchase order (P.O.) before making a purchase over \$1000.00.

b. Request a school Purchase Order from **Nikki Salay**. Complete the required information on the P.O. and return it to **Nikki Salay**. Administration will give final approval and will provide you a copy of the approved P.O. authorizing the purchase.

Purchases with P-Cards: Teacher purchasing cards will be used to make school purchases. Turn in receipts to **Nikki Salay** as she will be the secretary managing CCHS P-Cards.

Failure to follow these guidelines may leave you responsible to pay for any items you order and receive.

1. Advisors and Coaches:

a. Team head coaches are fiscally responsible to stay within the budget.

b. As an adviser to a club, class or athletic program, become familiar with the WCSO policy relating to fundraisers. See district policy #3600

<https://procedure.washk12.org/policy/3000/3600> on fundraising and on distribution and posting of promotional materials.

c. All money earned through fundraising, etc. must be turned in to **Lori Rea** ASAP for accounting and depositing. Do not open “outside” school accounts. For your protection, do not keep school money at school or home – turn it in.

d. Coaches and advisors are responsible and accountable for uniforms and equipment associated with their activity. Ensure that all uniforms checked out are accounted for at the end of the season. Store and care for all equipment.

e. It is illegal and unethical to make personal purchases using the school funds and school related cards.

2. Participation or Pay-To-Play Fees:

- Once the activity season is over, collecting participation fees becomes nearly impossible; therefore we require that each participant pay the pay-to-play fee of **\$85 before** participating.
- Coaches are responsible to see that team members pay the fee in a timely manner.
- All programs are affected when fees are not paid.

3. Cash Boxes for Dances or Fundraisers:

- Fill out a request and submit to **Lori Rea** at least 2 weeks in advance of the activity. On the request, include the amount of money you need. **Lori Rea** will prepare the cash box for you ahead of time with stamps and cash receipt slips.
- You must pick up the box, sign for it. Students may NOT pick up cash boxes.
- Protect yourself and your program and do not allow students to be in charge of cash boxes.
- Once the event/fundraiser is completed, turn the cash box back to **Lori Rea** together with a slip showing the amount of money in the box.
- Two adults must agree and sign off on the amount of cash in the box.
- Separate the denominations and roll the coins and account for all money.
- **Lori Rea** will verify the amount and provide you a receipt.
- Remind patrons CCHS will not be taking checks.

Transportation Requests: A travel request must be submitted for ALL trips. You are advised to submit travel requests for all trips before the activity season begins.

- All **Athletic and Student** travel requests must be submitted to **Amber Mills**.

Athletic Travel Requests

You are advised to submit travel requests for all trips before the activity season begins.

- All **Non-Athletic** travel requests must be submitted to **Nikki Salay**.

Travel Request for Field Trips and Teacher Conferences

- Travel requests must be submitted and approval given **at least 15 days prior to the trip or sooner. First come-first serve on securing a bus or SUV through the district.**
- Bus assignments are a first come-first served.
- The travel request forms are available online on the school website under Faculty and Athletics.**
- Once the request has been submitted, you will receive a copy of the approved request in your email. If you have not received a copy a few days before the trip, follow up with **Lori Rea** or **Amber Mills** to ensure the status of the trip.

Field Trips:

WCSD policy <https://procedure.washk12.org/policy/7000/7020>

WCSD policy <https://procedure.washk12.org/letters/Admin/AO26>

Principals must approve all field trips and all adults supervising the field trip. Teachers must inform parents of the details and education purpose of the field trip. Teachers must also receive written documentation of parental consent before taking students on field trips.

Field trip form: <https://procedure.washk12.org/forms/1000/1014>

Attendance-Field Trips: Teachers use “In Good Standing” Forms before field trips and activities. Students have teachers do a grade check and sign the form before students are cleared to attend. [CCHS Field Trip Form](#)

Section 5 Dance Supervision Guidelines

- Faculty members will be assigned to supervise dances as needed under the direction of the dance advisor.
- If you are assigned to supervise and are unable to fulfill the assignment, please arrange with another teacher/staff member.
- Read and follow Dance Supervision Rules and Guidelines (below).

Dance Supervision Rules and Guidelines

1. The DJ must sign the DJ Contract. [DJ Contract](#)
2. Advisors sponsoring a dance must supervise – no exceptions.
- 3. Dances (2023-2024) will begin at 8 p.m. and conclude at 10:00 p.m.**
4. Two staff members are responsible for the cash box (never a student), **two** chaperones to monitor the dance (inappropriate or unsafe behavior), and **at least one** for security check – doors, “dark corners”, etc.
5. Ticket taker chaperones should enforce **dress standards**. Inappropriate or outlandish dress will not be allowed and violators will be required to leave the dance.

At a Formal Dance, students shall wear special occasion clothing. This includes tuxedos; slacks and jackets with tie; suits with tie; floor length or shorter dresses. Dress must be consistent with school dress code standards. No shorts are allowed. **At a Semi-Formal Dance**, special occasion clothing is appropriate and conforms to school dress code. Students may wear button-up shirts with ties, with or without jackets. No shorts, jeans or casual t-shirts are allowed.

6. **Dances during the 2023-2024 school year are for CCHS students only.** Every CCHS student must show their CCHS activity card at the door. Supervisors are to turn away all others and report problems to the SROs.
7. Conduct at the dances must conform with the expectations of conduct during the school day. The Safe Schools Policy will apply to student conduct at all school-sponsored events.
8. School Resource Officers (SRO’s) are present at dances to ensure that the dance is safe and lawful, for general security and any issues where law enforcement may need to intervene. An SRO is NOT responsible to monitor or intervene with inappropriate student dancing. An SRO may assist the chaperones with students whose behavior is causing a disruption or unsafe situation for others at the dance. Some situations where a chaperone may request the assistance of an SRO may include:
 - A student is under the influence of drugs or alcohol
 - A student or group of students is fighting (verbally or physically)
 - A student or students have been asked to leave the dance, but are refusing to do so.

9. Students who leave the dance may be required to pay again to reenter.
10. If a student is suspected of being under the influence of any illegal substance refer him or her to the SRO who will handle the incident.
11. Moshing, slam dancing, dirty dancing, “horseplay”, or any activity deemed inappropriate by the dance chaperones may be the cause to terminate the dance. Chaperones should work with the DJ to stop the music if students begin any inappropriate behavior. If inappropriate behavior continues, chaperones may ask students to leave the dance.
12. Warn students if the problem continues the dance may be terminated.
13. Dance chaperones may be asked to help ensure water or other refreshments are available to students.
14. Once the dance is over, two advisors must count the money and sign the slip before turning the cash box in. Do NOT make any disbursements from the cash box. The DJ will be paid by school check.
15. Students who cause problems at any activity may face suspension from school and could face further disciplinary measures.
16. Clean up after a dance is required by those advising and the student group involved. Make sure that all items are taken down and trashed or stored. Floors should be picked up and swept. Spilled drinks or food should be mopped up.

Dance Supervisory Assignments – 2023-2024

***August 25, 2023: Cheapskate (after football game 9:30-11); Advisor - Kacee MacArthur**

Cheapskate Chaperones: Courtney Pearce, Camille Sylvester, Rachel Robins, Ashley Hurd, Shelly Brickey, Steve Hall, Dusty Allen, Cari Heizer, Sarah Milne

***September 23, 2023: Homecoming; Advisor - Melissa Wilding**

Homecoming Teacher Chaperones: Janessa Miller, Justin Abbott, Jen Tuttle, Marisa Ericksen, Brett Davis, Sallie Sullivan, Brandon Manning, Kyle Taylor, Carly Everett

***November 11, 2023: Sadie Hawkins; Advisor - Ben Bagley**

Sadie Hawkins Teacher Chaperones: Tiffany Nelsen, Russ Blair, Nate Smith, Justin Phillips, Chris Raybould, Neil Duncan, Katie Schlinkman, Bryce Ransom

***January 27, 2024: Junior Prom; Advisor- Jannette Bean**

Junior Prom Teacher Chaperones: Tiffany Moore, Cecilia Muldoon, Justice Fitzgerald, Jessica Anderson, Linda Heikkila, Tabitha Nygaard, Matt Legerski, Andy Stokes

***March 2, 2024: Preference Dance; Advisor-Tara West/Drill Team**

Preference Teacher Chaperones: Jenn Youngberg, Kelan Weiss, Ashlee Bench, Stephanie Snow, Tassy Witt, Steven Reed, Andrew Bellavance, Michael Bishop

***April 13, 2024: Senior Ball; Advisor-Jenifer Andrus**

Senior Ball Teacher Chaperones: Shaleah Hansen, Molly Francis, Juan Mendez, Tony Ford, Dana Raine, Aubrey Anderson, Shauna Gardner, Ashley Sant, Cory Walker

***If you are unable to fulfill your assignment, please make arrangements with another CCHS staff member and inform the dance advisor. *Part-time employees may volunteer to chaperone a school dance.**

Section 6
CCHS Student Government and Clubs 2023-2024

Crimson Cliffs High School Student Government 2023-2024

Principal - Mr. Taylor rusty.taylor@washk12.org

Student Government Advisor: Melissa Wilding (CCHS)

Crimson Cliffs Student Government

Student Council President.....Ben Marsden
Student Council Vice President.....Anna McArthur
Student Council Secretary.....Kenadee Richey
Student Council Treasurer.....Dayson Macdonald
Student Council PublicityLiv Stucki
Student Council Activities Co-Chair.....Marli Meng
Student Council Activities Co-Chair.....Summer Adams
Student Council Assemblies Co-Chair.....Conrad McKinnon
Student Council Assemblies Co-Chair.....Olivia Childs
Student Council Hype.....Hinckley Heaton
Graphic Design.....Sam Grames
Elections & Eligibility.....Kyler Ericksen
Video Production.....Brynley Jorgensen
Student Body Rep.....Camisen Thompson
Cheer Rep.....Ava Hokanson

2023-2024 Junior Class Officers

President.....Bodie Fielding
Vice-President.....Izzy Epperson
Treasurer.....Madeleine Marchant
PublicityAndrew Luekenga
Activities Co-Chair.....Maddie Harrison
Activities Co-Chair.....Caleb Judd
AssembliesMegan Kirk
Mustang Hype.....Brody Fielding

2023-2024 Sophomore Class Officers

President.....Asher Reid
Vice President.....Chase Prince
Treasurer.....PJ Busk
Activities.....Griffin McRae
Publicity.....Tyler Wallin
Mustang Hype.....Briton Phillips
Assemblies Chair.....Brinlee Macdonald

2023-2024 CCHS Clubs:

ASL (Jan '24) - Wilding	Creative Writing - Sylvester	Girls Lacrosse - Mendez
Book Club - Youngberg	CCHS Chronicle - Ericksen	Hope Squad - A. Anderson
Boys Lacrosse - Miller	Drama Club - Andrus	HOSA - Sant
Ceramics (Jan '24) - Bishop	DECA - Moore	NHS - Witt
Chess Club - Blair	ESports - Heizer	Pickleball - A. Anderson
Color Guard - Schlinkmann	FFA - Bagley	Skills USA - Everett
Comp. Sci. Honor Society - Heizer	FCCLA - Bench	Stronger Together - Tuttle
	Get Outside Club - Avery	

Chartering New Clubs at Crimson Cliffs High School

CCHS adheres to the Washington County School District policy 3640. CCHS allows chartering new clubs where interested CCHS students and sponsors of the club show support and has completed the process as outlined in WCSD Policy 3640. [WCSD Chartering Clubs](#)

Deadlines for Initiating New Clubs

Application materials must be submitted by September 15, for the charter to be considered for the second semester of the current year, or by January 15, for the charter to be considered for the first semester of the following year. All non-curricular clubs must renew their applications annually.

<https://procedure.washk12.org/policy/3000/3640>

Application and Charter Form: <http://procedure.washk12.org/forms/1000/1120>

CRIMSON CLIFFS HIGH SCHOOL BELL SCHEDULES

Regular Schedule:

1st/5th period 8:15 – 9:35
2nd/6th period 9:40 - 11:00
Lunch Break—11:00 – 11:55
3rd/7th period 12:00 – 1:20
4th/8th period 1:25 – 2:45

AM Assembly Schedule:

1st/5th period 8:15-9:25
Assembly 9:30-10:15
2nd/6th period 10:20-11:30
Lunch 11:30-12:15
3rd/7th period 12:20-1:30
4th/8th period 1:35-2:45

Afternoon Assembly Schedule:

1st/5th period – 8:15-9:25
2nd/6th period – 9:30-10:40
Lunch 10:40 – 11:25
3rd/7th period– 11:30-12:40
Assembly – 12:45-1:30
4th/8th period – 1:35-2:45

Friday Early Out Schedule:

1st/5th period – 8:15 - 9:10
2nd/6th period – 9:15 – 10:10
3rd/7th period – 10:15 – 11:10
4th/8th period – 11:15 – 12:10
Lunch 12:10 – 12:45

Crimson Cliffs High School Academic Calendar

School Year:August 15, 2023 to May 23, 2024

Teacher Contract/Prep Days:August 8, 2023 to May 23, 2024

1st Quarter Classes Begin	Thursday, August 15, 2023 (A-day)
No School – Labor Day	Monday, September 4, 2023
1st Quarter Mid-Term	Friday, September 15, 2023
1st Quarter Ends	Wednesday, October 11, 2023
No School - Fall Break	Thurs/Friday, October 12-13, 2023
Teacher Prep Day	Monday, October 16, 2023
2nd Quarter Classes Begin	Tuesday, October 17, 2023
2nd Quarter Mid-Term	Friday, November 17, 2023
No School - Thanksgiving Recess	Wednesday, November 22-24, 2023
Teacher Prep Day	Monday, November 27, 2023
2nd Quarter Ends	Wednesday, December 20, 2023
No School – Holiday Recess	December 21, 2023-January 1, 2024
Teacher Prep Day	Wednesday, January 2, 2024
3rd Quarter Classes Begin	Thursday, January 3, 2024
No School – Martin Luther King Day	Monday, January 15, 2024
3rd Quarter Mid-Term	Friday, February 9, 2024
No School – Presidents Day	Monday, February 19, 2024
Teacher Prep Day	Friday, February 16, 2024
3rd Quarter Ends	Friday, March 8, 2024
No School–Spring Break Recess	March 11-15, 2024
Teacher Prep Day	Monday, March 18, 2024
4th Quarter Classes Begin	Monday, March 19, 2024
No School – Easter Break	Friday, March 29 – Monday, April 1, 2024
4th Quarter Mid-Term	Thursday, April 19, 2024
Last Day for Seniors	Wednesday, May 15, 2024
CCHS Graduation	Thursday, May 23, 2024
4th Quarter Ends	Thursday, May 23, 2024
Last Day of School	Thursday, May 23, 2024

