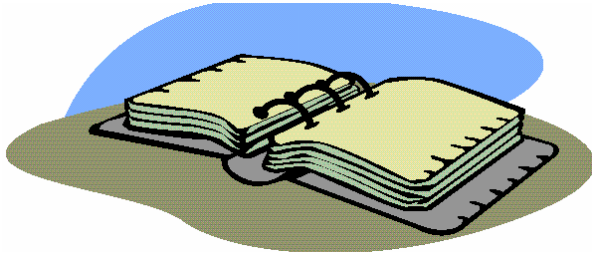


2021-2022
MILLCREEK HIGH SCHOOL
MISSION STATEMENT

Millcreek High School
educates and supports the whole student



MILLCREEK
CODE OF ETHICS

Respect Yourself
Respect Others
Respect School
Be on Task or
Be Somewhere Else

Dear Millcreek Students,

I am thrilled to welcome you to Millcreek High School and to a positive educational experience that you will always remember. Each faculty and staff member is dedicated and committed to helping you achieve your full potential as you develop realistic plans for your future.

I encourage you to consider carefully the importance of your education and to take advantage of the many opportunities that are available to you.

Our Code of Ethics is very important. Following its basic principles will not only help you be successful at Millcreek, but also throughout your life.

Each student at Millcreek is important! You will be provided every opportunity to succeed; however, only you can determine your success while you are here. My door is always open and you have my commitment to help you achieve your potential. Welcome to Millcreek. Let's have a great year!

Sincerely,

Russell C. Holmes Principal

MILLCREEK HIGH SCHOOL
DESIRED RESULTS OF STUDENT
LEARNING
(DRSL'S)

As a result of learning experiences at Millcreek High School, each student will develop the skills to become....

A LIFE LONG LEARNER

- * Initiates individual learning
- * Demonstrate critical and creative thinking, problems solving, and decision-making

A RESPONSIBLE CITIZEN

- * Demonstrate individual responsibility
- * Practice a healthy life-style
- * Participates in civic duties and responsibility

AN EFFECTIVE COMMUNICATOR

- * Utilizes arts, technology, reading, writing, math, listening, and speaking in communications
- * Values and develops strategies for improving communication skills
- * Participation as a peaceful problem solver

AN EMPLOYABLE INDIVIDUAL

- * Explores, chooses and prepares for a career pathway

TABLE OF CONTENTS

Attendance Policy	6, 7, 8
Bell Schedule	4
Bullying Policy	23
Bus Information	12
Calendar	5
Childcare Service	13
Classroom Behavior.....	11
Code of Ethics	1
Community Council.....	5
Comprehensive Guidance	14
Counseling & Guidance Services	14
Directed Study	13
Disability Rights	19
Dress Code	20, 22
DRSL'S.....	2
Drugs, Alcohol and Tobacco	15
Fees and Waivers	12
FERPA	24
Gang Policy.....	20
Grades & Credit (See Graduation Requirement)	9
Graduation Requirements	9
Hazing Policy.....	19, 23
Health Clinic	12, 13
Internet Acceptable Use Policy.....	21
Library	12
Mission & Goal Statements	1
Notice of Non-Discrimination	24
Parent & Student Notification of Rights	24
Property Search.....	18
Return to Regular School	13
Safe School Policy	16
CCR	14
Sexual Harassment.....	18
Schedule Change	10
Skateboards, Longboard, & Scooters.....	10
Student Services (Employment, Bus, Lunch)	10, 12
Student Review Board (SRB)	6
Suspension.....	17
Tardy Policy	6, 7
TA Groups	12
Telephone	10
Visitor Policy.....	11
Testing	9

BELL SCHEDULE

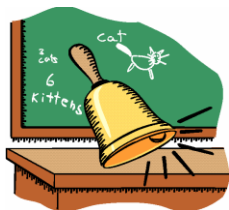
1 st Period	8:15 – 9:08
2 nd Period	9:11 – 9:58
3 rd Period	10:01 – 10:48
4 th Period	10:51 – 11:31
5 th Period	11:34 – 12:25
Lunch	12:25 – 1:00
6 th Period	1:00 – 1:46
7 th Period	1:49 – 2:35

CONTACT INFORMATION

435-628-2462

Principal	Rusty Holmes	Ex 5239
Vice Principal	Troy Coil	Ex 5249
Counselor	Jerry Beck	Ex 5248
Mental Health	Jenn Moxon	Ex 5261
Registrar	Amber Raymer	Ex 5242
Attendance	Brinlee Morris	Ex 5229
Finance	Kaye Winters	Ex 5237
YIC/EXCEL	Jill Baker	Ex 5232
Focus Center	Lynn Madsen	Ex 5235

Anon. Tip Line: 435-628-2462 Ex 6



MILLCREEK HIGH SCHOOL 2021-2022

4-DAY WEEK SCHOOL CALENDAR

Date	Activity
August 6 th -11 th (F-W)	Teacher Prep Days
August 12 th (Th)	School Begins/E1 Begins
September 6 th (M)	Labor Day (NO SCHOOL)
September 8 th & 9 th (W-Th)	CCR Conferences
September 9 th (Th)	E1 Ends
September 13 th (M)	E2 Begins
September 16 th (Th)	Teacher Prep (NO SCHOOL)
October 13 th (W)	E2 Ends (End of 1 st Quarter)
October 14 th & 15 th (Th-F)	Fall Break (NO SCHOOL)
October 18 th (M)	E3 Begins/Teacher Prep (NO SCHOOL)
November 18 th (Th)	E3 Ends
November 22 nd (M)	E4 Begins
November 24 th & 25 th (W-Th)	Thanksgiving Break (NO SCHOOL)
November 29 th (M)	Teacher Prep (NO SCHOOL)
December 21 st (T)	E4 Ends (End of 2 nd Quarter)
December 22 st - Jan 4 th (W-T)	Winter Break (NO SCHOOL)
January 5 th (W)	Teacher Prep Day (NO SCHOOL)
January 6 th (Th)	E5 Begins
January 17 th (M)	MLK Day (NO SCHOOL)
February 2 nd & 3 rd (W-Th)	CCR Conferences
February 3 rd (Th)	E5 Ends
February 7 th (M)	E6 Begins
February 21 st (M)	President's Day (NO SCHOOL)
March 10 th (Th)	E6 Ends (End of 3 rd Quarter)
March 14 th -18 th (M-F)	Spring Break (NO SCHOOL)
March 21 st (M)	E7 Begins/Teacher Prep (NO SCHOOL)
April 18 th (M)	School Holiday (NO SCHOOL)
April 21 st (Th)	E7 Ends
April 25 th (M)	E8 Begins
May 23 rd (M)	E8 Graduation

E1 Aug 12-Sep 9 (16 days)	E4 Nov 22-Dec 21 (16 days)	E7 Mar 21-Apr 21 (19 days)
E2 Sep 13-Oct 13 (19 days)	E5 Jan 6-Feb 3 (16 days)	E8 Apr 25-May 26 (20 days)
E3 Oct 18-Nov 18 (20 days)	E6 Feb 7-Mar 10 (19 days)	

ATTENTION PARENTS

THE MILLCREEK HIGH SCHOOL COMMUNITY COUNCIL NEEDS YOU!!!

We are looking for parents to participate on our Community Council. We get together each quarter to brainstorm ideas, plan, and implement new programs. We would love to have your input. Meetings are held for approximately 1 hour. If interested let your student's Teacher Advocate (TA) know, or contact Rusty Holmes 435-628-2462 Ex 5239. Hope to hear from you!!

ATTENDANCE

“Chronic absenteeism is one of our most urgent problems, but we are seeing encouraging strategies and solutions in schools throughout Utah. Creating a schoolwide culture of good attendance, and personalizing outreach and support will help increase attendance rates and improve individual student outcomes.”

To publicize these efforts, Gov. Gary Herbert issued a declaration calling for increased public awareness on the importance of regular school attendance.

Declaration of School Attendance

Whereas, regular school attendance is essential to successful student achievement and graduation because teaching and learning are hindered when the student is not present in the classroom;

Whereas, chronic absenteeism-defined as being absent more than ten percent of school days-frequently indicates the student’s increased potential to struggle academically and drop out of school;

Whereas, chronic absenteeism can be significantly reduced when schools, guardians, and communities work together to monitor and promote regular school attendance and address barriers or issues that contribute to the problem; and

Whereas, the state of Utah encourages efforts to increase public awareness of the importance of students’ regular school attendance throughout grades K-12 in order to ensure that all children have the opportunity to succeed academically.

Governor

Gary R. Herbert

Attendance at Millcreek High School is important. Excellent attendance offers students a chance to change their behaviors in a way that will allow them to thrive and earn the credit needed to finish their graduation requirements. Chronic absenteeism is detrimental to graduation, future employment and other students’ academic success. (See Governor Herbert’s Proclamation on Chronic Absenteeism.)

Ten percent absenteeism is considered chronic absenteeism. Eight absences per quarter (Four absences per mini) are considered chronic absenteeism at Millcreek.

ATTENDANCE POLICY

PER FERPA: As long as the student is a dependant and as long as he/she is living at home, the parents retain all of their FERPA rights.

Students are expected to be in class at all times. The Washington County School Board strives to make every effort to be in compliance with state laws and to encourage the regular attendance of all Washington County students. The District believes this to be in the best interest of the students and the community. The Board, together with Washington County Schools, is committed to work in harmony with parents/guardian and to assist them with their responsibility to have their children in attendance at school. The “Cycle of Opportunity” is a system that will help students earn credit when they are failing to thrive in a normal Millcreek classroom environment. If a student’s attendance becomes chronic, the student will be granted a change of opportunity to see if they can figure out a way to thrive and attend school more consistently at Millcreek High School. Intervention Stages/Criteria (Tier 1, Tier 11, and Tier 111) were created to do so, for more information ask your students TA or the attendance secretary, Brinlee Morris at 628-2462 Ex 5229.

ATTENDANCE CODES:

T = Tardy

A tardy is reporting to class after the bell to start class has sounded.

Tardy is less than 5 minutes late. A parent can excuse the first tardy of the day when the student is arriving at school late.

(4) tardies = 1 unexcused absent

E = Excused Absence

An excused absence is to be excused by a parent / guardian in a timely manner, consistent with state law and this policy.

X = Unexcused Absence

An unexcused absence is any absence that is not excused by a parent/ guardian, consistent with the definitions and provisions of this policy.

M = Medical/ Chronic Illness (Doctors Note)

A = School Related Activity

O = Office Excused

C = Covid-19 Positive

N = Quarantine

R = Court/ Detention

S = Truant

A truant absence is when a student is absent from the assigned class, Without parental or school knowledge and this absence does not meet the standard of an excused or exempt absence.

I = In School Suspension

Z = Suspension

PARENT NOTIFICATION FOR ATTENDANCE:

1. Each day parents will be notified by phone if a student misses at least one class period.
2. Parents are encouraged to monitor their student's attendance from this notification using "Power School" or by calling the attendance secretary, Brinlee Morris (628- 2462 Ex 5229, or email brinlee.morris@washk12.org).
3. In the case of excessive absence a Student Review Board (SRB) will be called by the Teacher Advocate (TA) and will include the student, parent, teachers, counselor, and principal may also be included, and the student will be granted a change of opportunity, "The Cycle of Opportunity".

GRADUATION REQUIREMENTS

The following requirements must be met in order to obtain a Washington County School District high school diploma and participate in the graduation ceremonies:

1. Earn **at least** 24 academic credits. (Actual number depends on transfer school.)

A student must satisfactorily complete one quarter's worth of work in order to receive one-quarter credit.
2. Complete the required courses. Unless a student's individual educational plan (IEP) calls for different arrangements, each student shall complete the following in grades 9-12.

SUBJECTS	CREDITS REQUIRED
English	4.0 credits
Math	3.0 credits
Science (1 biological, 1 physical, 1 elec)	3.0 credits
Social Studies	3.0 credits
Arts	1.5 credits
Healthy Life-Styles and Fitness	2.0 credits
Career Technology	1.0 credit
Business Office Specialist.	0.5 credit
Financial Literacy	0.5 credit
Electives	5.50 credits
Total Credits Required	24.0 credits

STUDENT FEES

A \$65 registration fee will be assessed to each student enrolling at Millcreek High School. This fee will allow the student to take necessary classes in the day, evening, and directed study programs. Fees are required at the time of enrollment.

FEE WAIVERS

Fee waivers can be requested at the time of registration. The application must be completed yearly. Free and reduced breakfast and lunch applications must be completed and submitted for consideration. Students will be informed after a review process by the finance secretary of the outcome. See the financial secretary if you have questions. (Kaye Winters 628-2462 Ex 5237)

CHANGE OF SCHEDULE

Students will make and follow an educational plan in order to achieve their educational goals. Schedules may be changed in order to meet these graduation requirements. Changing a class schedule is appropriate only after completing credit.

TELEPHONES / CELL PHONES / ELECTRONIC DEVICES AND CONTACTING STUDENTS AT SCHOOL

Parents should contact their children at school only in cases of emergency. Persons other than parents or legal guardians should not contact students at school, nor will they be allowed to obtain release of students from school. The bottom line is that a **student cannot have these items ON OR OUT DURING class time.** They may use them before or after school and during class breaks. On the 1st violation the student will lose the item for one day. On the 2nd violation the parent or guardian MUST pick the item up from the office. On the 3rd violation there will be a meeting with the administration to plan the next steps and on the 4th violation the student will be suspended from school.

SKATEBOARD, LONGBOARD & SCOOTERS POLICY

The use of skateboards, longboards & scooters are not allowed on Washington County School District property without permission from school administration. Individuals may be cited for trespassing for riding skateboards, longboards, and scooters on school district property without

administrative approval. Washington County School District is not responsible for any accident that may occur as a result of riding skateboards, longboards, bikes, and scooters on school property without proper supervision by school personnel.

VISITOR POLICY

Millcreek High School **DOES NOT ALLOW** any visitors to accompany students to class. Please make arrangements to visit with relatives and friends after school hours. All visitors must immediately check with the main office. It is District policy that **NO** visitors during school hours please make all arrangements for after school hours 2:40 p.m.

CLASSROOM BEHAVIOR

A student is responsible to contribute positively to the learning in the classroom. If a student's behavior becomes disruptive to the class, the following steps will be taken:

1. The teacher will try to solve the problem with the student.
2. If the teacher and the student cannot arrive at a satisfactory solution to the problem, the teacher will arrange for a Student Review Board. (SRB) See page 8-4B.

GENERAL CONDUCT

Students are expected to behave in a manner that will be a credit to themselves and to Millcreek High School. Whether at school or at other school sponsored activities, students should be appropriate in the way they dress, the language they use and the way they interact with others.

Of particular concern is the care of the building and grounds. Students are expected to respect the school and property and to keep both clean.

Students are subject to the authority of all staff members, administrators, teachers, and other workers, while at school or at a school activity.

EXTRA CURRICULAR ACTIVITIES

There are no sports, clubs, or dances held at Millcreek High School. The focus is on developing a student's self-worth and helping them accomplish their academic goals. However, if you are interested in any of these activities, please contact the counseling office for information about participating at the specific school in whose boundaries you reside.

STUDENT SERVICES

BUS SERVICE

Bus service is available. Please check with Brinlee Morris in the office for a schedule and any questions. Please be advised if students are riding the SunTran bus, there are no crosswalks, students are responsible to get to and from their bus stops. Young mothers, please see Brinlee Morris in front office for arrangements of car seats on busses, district policy requires district car seats only on busses. It is also district policy no skateboards, longboards, scooters, or bikes on any school bus (no exceptions).

SCHOOL LUNCH AND BREAKFAST

School breakfast is available to students each day from 7:30 - 8:30 AM. The cost is \$1.75. Lunch is available from 12:25 to 12:58. The cost is \$2.60. Rates may be reduced or waived based on completion of a free and reduced lunch application that is online, washk12.org. Go to washk12.org, then to Food Service, then Meal Benefits tab, then follow instructions. Prices are subject to change based on district direction.

Students who order lunch to be delivered to school cannot be before lunch time, delivery will not go to student until 12:25 p.m.

LIBRARY FACILITIES

Millcreek High School has a full service library and writing lab with assistance for all students, teachers, and parents.

TA GROUPS

Each student is assigned a Teacher Advocate. (TA) Students and TA's will work closely together on a regular basis. Students are encouraged to take advantage of this service to enhance their living, communication, educational and social skills. The TA's will also make arrangements to meet with the student and parents at least twice throughout the year to review student progress. We encourage parents to contact their student's TA if they have questions regarding student progress. Students have the opportunity to earn credit for participation with their TA 4th period class. See your TA for specific details.

MILLCREEK HIGH HEALTH CLINIC

The Health Center is a family practice model staffed by a certified physician assistant who is supervised by the full time physician at the main clinic, a medical assistant and front office receptionist/biller. As a special service to Washington County School District, students will be charged just \$10 for co-pay. Reduced price prescriptions will be available at Smith's and mental health

services will be available at the main clinic site at 168 North 100 East, Suite 101. To make an appointment please call 986-2565. Students (with parents' consent) can make an appointment with Brinlee in the front office. You can usually be seen today or tomorrow. Students who are ill can usually be seen on a walk-in basis. Clinic hours at Millcreek High Health Clinic will be Monday through Friday from 8:00am – 5:00pm throughout the year.

CHILDCARE SERVICES

Millcreek High School provides quality childcare services for children of Millcreek High School students. This service is provided only to children of students. The child must be 6 weeks old and must have up-to-date immunizations. A copy of the immunization record will need to be on file before the baby will be allowed in the day care.

All students who bring their babies to school must leave them in the day care facility provided by the school. Babies will not be allowed in class.

The Childcare Center will be open from 7:45 AM to 2:45 PM. Parents should plan to provide diapers and all other personal items for their child.

The Childcare Center is supervised by a state-certified CTE teacher and aides. Each parent is encouraged to enroll in a CTE class while their child is enrolled in the center.

DIRECTED STUDY

This is an option for serious students who cannot fit all necessary classes into their day schedule. Each student must meet with the directed study teacher on a weekly basis to be tested, review work, and receive instructions for the next week. Credit will be issued upon successful completion of each course.

RETURN TO REGULAR HIGH SCHOOL

A student who wishes to return to their regular high school must initiate a request to do so. They must complete the appropriate form as well as meet the following requirements:

1. Be living within the appropriate school boundaries.
2. Demonstrated earnest effort to attend school on a regular basis while at Millcreek.
3. Demonstrated appropriate academic efforts and achievement based on classroom and competency performance while at Millcreek.
4. Demonstrated appropriate behavior while at Millcreek.
5. Receive approval to return from their regular high school administration.

COUNSELING & GUIDANCE SERVICES

Millcreek High School Counseling Department has a variety of services available to all students. These counseling services are comprehensive in nature and are an integral part of Millcreek High School's educational program.

WHAT IS THE COMPREHENSIVE GUIDANCE PROGRAM?

Millcreek's Comprehensive Counseling Program provides ALL students access to developmental curriculum, as well as opportunity for individual academic and career planning and counseling.

Components of the comprehensive guidance program include:

1. Guidance Curriculum-Presented throughout the year in a classroom setting and implemented by certified school counselors, teachers, and administrators. Students will gain an understanding of themselves, confidence and life-skills by completing this curriculum.
2. Individual Planning/CCR-Every student maps an individual educational and occupational plan that will equip them with the skills they will need to succeed in life after high school.
3. All seniors will have a detailed plan to help them meet their goals.
4. Responsive Services-The counselor has an "open door" policy to meet with students on an as needed basis.

WHAT IS A CCR?

A CCR is a *College Career Readiness Plan*. It is Millcreek's goal to have a meaningful CCR for each student -- which will involve personal meetings with a counselor or teacher-advocate, student, and parent. Occupational goals, curriculum, graduation requirements, and student interests will be discussed to help students plan for their future. Assessing students' interests and abilities will help them develop realistic academic and vocational goals. As part of the CCR process, each student will develop a "Plan for Success" that includes goals that will help them succeed in school and develop the skills to become a lifelong learner, a responsible citizen, an effective communicator, and an employable individual.

WCSD POLICY INFORMATION

DRUG, ALCOHOL, AND TOBACCO

Reporting and Drug Detection Devices

In order to curb the unlawful use of drugs, alcohol and tobacco by students in the public schools of Washington County and to provide a proper and safe environment for children in attendance at those schools, the following policies are adopted:

Use of Drugs, Alcohol, or Tobacco by Students

Utah Criminal Code Sec. 76-10-105 makes it unlawful for any person under 19 years of age to possess tobacco in any form. Similarly, Utah Criminal Code Sec. 32-7-15. makes it unlawful for any person under 21 years of age to purchase, consume or possess any alcoholic beverage. Utah Criminal Code Sec. 58-37-4 makes it a serious violation to use, possess or distribute any controlled substance. Marijuana, prescription drugs and certain other known hallucinogens are controlled substances.

Therefore, any student on or adjacent to a school campus or attending or participating in any school activity or being transported or in any way directed by school personnel who is found to be in possession of or having consumed alcoholic beverages or tobacco or any controlled substance including drug paraphernalia will be subject to administrative action. Such action shall include but not be limited to:

- (1) Suspension from school;
- (2) Notification of the parent(s) or guardian as required by Utah Code 53- 22b-3*;
- (3) Notification of the police department of the community in which the school is located.

The principal, upon receiving a report from an educator, shall immediately report that to the student's parent or legal guardian. The principal may not disclose to the student or to the student's parent or legal guardian the identity of the educator who made the initial report.

SAFE SCHOOL POLICY GROUNDS FOR SUSPENSION AND EXPULSION

The Board of Education of the Washington County School District recognizes that every student in the schools have the opportunity to learn in an environment which is safe, conducive to the learning process, and free from unnecessary disruption. To foster such an environment the following policy has been adopted and is based on the following principles:

Policy: (2110)

- 2.1 Each student is expected to follow accepted rules of conduct.
- 2.2 Each student is expected to show respect for other people and obey persons in authority at the school.
- 2.3 The policy applies to students while in the classroom, on school grounds, in school vehicles, and in school-related activities or events.
- 2.4 For mandatory School Reporting of Drug Use-refer to expulsion and attendance in Utah State Code referenced above.

A student **may be suspended** or expelled from school for any of the following reasons:

1. Frequent or flagrant willful disobedience, defiance of proper authority or disruptive behavior, including the use of foul, profane, vulgar, or abusive language;
2. Willful destruction or defacing of school property;
3. Behavior or threatened behavior which poses an immediate and significant threat to the welfare, safety, or morals of other students or school personnel or to the operation of the school, including bullying, emotional, physical, or sexual harassment. (See policy 1425 on sexual harassment.)
4. Possession or use of pornographic materials on school property HB-100-4-30-70
5. Possession, control, or use of an alcoholic beverage as defined in Section 32A-1-105 of the Utah Code;
6. Possession, control, or use of tobacco.
7. Behavior which threatens harm or does harm to the school property, to a person associated with the school, or property associated with any such person, regardless of where it occurs.
8. Because of identification and association with gangs, the following will not be permitted on school campuses or at school activities: bandannas or any article of clothing bearing gang symbols, names initials, insignia, or anything else that signals gang affiliation.
9. When a school official determines that time is needed to establish further facts of an act or series of acts of disobedience and misconduct disruptive to the learning process which may lead to suspension or expulsion from school.

A student **shall be** suspended or expelled from school for any of the following reasons:

1. Any serious violation affecting another student or staff member, or any serious violation occurring during school hours, including lunch/break time, in a school building, in or on school property, or in conjunction with any school activity, including:
 - a. Possession, control, or actual or threatened use of a real, look alike, or pretend weapon, explosive, or noxious or flammable material under Section 53A-3-502;
 - b. The actual or threatened use of a look alike weapon with intent to intimidate another person or to disrupt normal school activities.
 - c. The sale, control, or distribution of a drug or controlled substance as defined in Section 58-37-2;
 - d. The sale, control, or distribution of an imitation controlled substance as defined in Section 58-37b-2.
 - e. The sale, control, or distribution of drug paraphernalia as defined in Section 58-37a-3.
2. The commission of an act involving the use of force which if committed by an adult would be a felony or class A misdemeanor.
3. A student who commits a violation of section 1(a) above involving a real, look alike, or pretend firearm, explosive, or flammable material shall be expelled from school for a period of not less than one year, subject to the following:
 - a) Within 45 days after the expulsion, the student shall appear before the student's local school board superintendent or the superintendent's designee, accompanied by a parent or legal guardian; and **The superintendents shall determine:**
 - b) What conditions must be met by the student and the student's parent for the student to return to school;
 - c) If the student should be placed on probation in a regular or alternative school setting consistent with Section 53A-11-907, and what condition must be met by the student in order to ensure the safety of students and faculty at the school the student is placed in; and
 - d) If it would be in the best interest of both the school district and the student to modify expulsion term to less than a year, conditioned on approval by the local school board and giving highest priority to providing a safe school environment for all students.

A student may be denied admission to school on the basis of having been expelled from that or any other school during the preceding 12 months. A suspension or expulsion under this policy is not subject to the age limitations under Subsection 53A-11-102 (1).