



Tami Platt

Together We Learn For Life

Lifelong
Learning

Responsible
Citizen

Effective
Communication

Oak Canyon

Junior High

2011-2012



OAK CANYON JUNIOR HIGH

STUDENT PLANNER 2011-2012

111 S. EAGLES NEST AVE.
LINDON, UTAH 84042

FRONT OFFICE: (801) 610-8138
COUNSELING OFFICE: (801) 610-8139

This student planner belongs to:

Name _____ Phone _____

A-Day Schedule

Period	Subject	Room	Teacher
A1			
A2			
A3			
A4			

B-Day Schedule

Period	Subject	Room	Teacher
B1			
B2			
B3			
B4			

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BELL SCHEDULE

INSIDE BACK COVER

SCHOOL MAP

BACK COVER

Dear Students and Parents of Oak Canyon Junior High School:

Welcome to another great year at Oak Canyon Junior High School. Since 1993, the faculty and staff have provided outstanding educational services to thousands of students and their families. We take great pride in our past, value the present, and look forward to our future with great optimism.

At Oak Canyon, we are dedicated to a process of rigorous academic standards and learning outcomes that assist us in helping all students succeed. We are proud of the accomplishments of our students and in the quality and commitment of our faculty and staff. We will continue to be a school of high academic achievement, with teachers, students, parents all working together. Together We Learn For Life.

Let's make this year the best ever at Oak Canyon. Eagles forever!

Scott B. Sumner
Principal

SCHOOL & DISTRICT CALENDAR FOR THE 2011 – 2012 SCHOOL YEAR

(7th graders start on August 22, 2011)

- 1st Term: August 23, 2011 through October 28, 2011
- 2nd Term: October 31, 2011 through January 13, 2012
- 3rd Term: January 17, 2012 through March 23, 2012
- 4th Term: March 26, 2012 through May 31, 2012

Aug. 22 7 th Grade Day	Jan. 3 School resumes
Aug. 23 First Day of School (for ALL grades)	Jan. 13 End of Term 2
Aug. 29 & 30 (English Classes) Picture Day	Jan. 16 Martin Luther King Day – NO SCHOOL
Sept. 5 Labor day – NO SCHOOL	Feb. 13 Minimal Day (Prof. Development)
Sept. 22 Parent Teacher Conferences	Feb. 16 Parent Teacher Conferences
Sept. 26 Minimal Day (Prof. Development)	Feb. 20 President’s Day – NO SCHOOL
Sept. 28 Picture Make-up Day	Mar. 23 End of Term 3
Oct. 20-21 Fall Break – NO SCHOOL	Mar. 26 Minimal Day (Prof. Development)
Oct. 28 End of Term 1	April 9 Snow Make-up Day
Nov. 14 Minimal Day (Prof. Development)	Apr. 10 Teacher Comp Day – NO SCHOOL
Nov. 23 Teacher Comp. Day – NO SCHOOL	Apr. 11-13 Spring Break
Nov. 24-25 Thanksgiving Break – NO SCHOOL	May 28 Memorial Day
December 1 Parent Teacher Conferences	May 31 Last Day of School
Dec. 19- Jan. 2 Christmas Break – NO SCHOOL	May 31 End of Term 4

MISSION STATEMENT/ GOALS

Oak Canyon Junior High Mission Statement:

Together We Learn For Life

Vision

Ensuring student success through:

- Collaboration
- Data Analysis
- Collective Inquiry

Beliefs (Values)

1. Education becomes a lifelong process when students enjoy learning.
2. Students learn responsible behavior when respect for others is encouraged, expected, and modeled.
3. Quality education results when all students' needs are met through the cooperative efforts of diligent students, effective educators, involved and concerned families, and the community.
4. The ethical use of technology combined with effective teaching promotes student learning.
5. Skills, knowledge, and values are best acquired in a safe environment.
6. Students learn to become well-rounded, contributing citizens in a world community.
7. Students learn best when academic learning time is valued, and protected from distractions.

Desired Results of Student Learning (DRSL)

- Lifelong Learner
- Effective Communicator
- Responsible Citizen

SCHOOL POLICY

ATTENDANCE POLICY

The purpose and intent of the Alpine Board of Education Policy of Participation and Attendance is to:

- A. Promote student attendance and participation. Students should be in attendance and participate every possible day of the school year in order to receive maximum benefit from their educational opportunities.
- B. Allow teachers to exercise reasonable discretion in determining the relationship between attendance, class participation, and grades.
- C. Encourage administrators and teachers to coordinate extracurricular activities in order to allow students full attendance and participation in class work.

Oak Canyon Campus:

Oak Canyon is a closed campus. Students are to remain on campus during the entire school day unless properly checked out by a legal guardian or person appointed by the guardian that is listed on the student emergency form.

Excused Absences:

In the event a student is unable to attend school, a parent/guardian must notify the school requesting the absence be excused. This may be done by a note or by calling the Attendance Office at 801-610-8138 within two days of the absence or the student will be marked unexcused or truant. After two days, excused absences will need approval through the administration.

Excused absence guidelines established by the Utah State Legislature/ Board Policy include:

- Illness, medical, or dental appointments.
- Death and funeral services of a family member.
- Occasional home or personal emergency, verified by a parent/ guardian.
- Extreme hardship. Request for extreme hardship are only approved by the Principal.
- Educational tours, family vacations, school field trips or activities.

Students having excessive excused absences may be required to provide the school with written documentation from a Physician.

Check-In:

Students arriving late with a parent excuse note can go to the front office to receive a pass to class. Students arriving late without an excused note **report to Room A128 for a class admit slip.**

Check-Out:

Check-outs **will not** be taken over the phone for safety reasons.

All persons checking a student out of school must be listed on the emergency health record and must come to the main office to sign the student out. ID may be requested at time of check out.

Tardy/Truancy Policy and Procedure

Students are expected to be on time to class, prepared and ready to work when the tardy bell rings. There is a 5 minute passing period between each class. There is a warning bell at 4 minutes, leaving 1 minute to be in their seat ready to learn.

- Any student not in the classroom before the doors are closed is considered tardy and must report to room A128 to record the tardy and receive a class admit slip.
- Students reporting to school late must check in with either the front office if they have an excuse note or to Room A128 if the tardy is unexcused.
- Excessive excused check ins will be addressed by the trackers/administration.
- Missed detention will result in double time.
- Consequences for unexcused tardies include the following:

Tardies per Term	Consequence	Referred to
1	Student is warned, reads and signs the policy showing he/she understands attendance expectations.	Tracker
2	Student phone call to parents(s). Parent is notified that on the next tardy they will need to sign the attendance contract.	Tracker
3	Parent is required to sign a contract regarding tardy/lateness to school. Student serves a 30 minute detention if parent does not sign and return contract within 3 days.	Tracker
4	Parent is contacted and student is assigned a 30 minute after school detention or a lunch detention.	Tracker
5	Parent is contacted and student is assigned a 45 minute after school detention or lunch detention.	Tracker
6,7,8	Parent, Student, Administrator meeting. Student is assigned a 60 minute after school detention or two lunch detentions.	Administrator
9	Parent contacted and student assigned to ISS for the day.	Tracker
10	Out-of school suspension, referral to Truancy School, reinstatement meeting with Administration.	Administration
Single Class Truant	Time for time: One after school truancy detention per period missed, phone call to parent(s).	Administration Tracker
All Day Truant	Send home Utah Law regarding school attendance. In or out of school suspension possible. Phone call or meeting with parent(s), referred to conference with Counselor.	Administration Counselor
Continued Truant	Referral to Truancy School and/or Court	Administration

AUDITORIUM CONDUCT

The auditorium is the showplace of the school. This is the part of the school that is usually seen by visitors to our school as they come to special meeting and productions. For these reasons students are expected to act appropriately and observe the following guidelines:

1. Keep feet off of the seats and other furniture.
2. No food or drink is allowed in the auditorium.
3. Show respect for the performers and those participating.
4. Remain seated during assemblies.

BICYCLES

1. Bicycles must be locked in the designated bike rack located on the north west side of the school.
2. Oak Canyon is not responsible for damaged or stolen bicycles.

BUSES

Bus safety is serious. All students are under the supervision and authority of the bus driver and must obey their instructions at all times. OCJH students must demonstrate responsible behavior when riding the bus so everyone arrives to their intended destination safely. Riding the bus is not a right. Students who violate the following rules may lose their bus riding privileges.

- Students should line up single file to enter the bus. Walking behind or between buses is unsafe.
- Be seated and stay seated while the bus is moving. Do not place objects or any part of your body out the window, even if the bus is stopped.
- Do not open emergency doors, windows except in case of an actual emergency.
- Do not eat, drink or leave litter on the bus.
- Vandalism, and inappropriate student interactions will be handled as a violation of the Safe Schools Policy.

CELL PHONES/ MUSIC PLAYERS

Cell phones and other music playing devices cannot be used, shown, heard, or displayed during the school day from 7:45 – 2:15. Teachers and staff have been instructed to confiscate these devices when seen to ensure the most appropriate educational environment. Cell phones must be turned off at all times during the school day.

Teachers may, at their discretion, allow them to be used in class to enhance the educational learning opportunities for their students.

The first time a music player or cell phone is taken it will be returned to the student at the end of the day. The second time a music player or cell phone is taken it will be returned only to a parent after a parent/ administrator conference. The third time a music player or cell phone is confiscated a parent conference will be held to determine the next course of action which may include having the school retain the device until the end of the school year and/ or further school discipline.

CLASSROOM BEHAVIOR

The major purposes of our school are accomplished within the classroom. Most students respect the rights of their fellow students and the teacher, but occasionally a student refuses to obey a teacher, refuses to do any work, or upsets class work by disrupting class activities. Such behavior prevents other students from learning and is, therefore, unacceptable. The teacher may call parents, refer the student to the administration, or request a parent/teacher/student/administrator conference. District Ernest and Persistent Effort Policy will be followed.

CLOSED CAMPUS

Once students arrive at school, they may not leave the school grounds unless properly checked out through the main office. If students do check out of school, they must check back in through the main office if they return to school. Students leaving school grounds without properly checking out will be marked as truant.

COMPUTER USE

When using computers with internet access at Oak Canyon, students must first have parents or guardians sign the Oak Canyon Internet Use Policy Form giving their permission for their student to access the internet. School computers must be used responsibly by students. School computers must not be used to access or create materials that are considered inappropriate at school. This includes, but is not limited to: images and messages that are sexually explicit, violent, grotesque, or are meant to demean or harass others. Computer use is a privilege and may be taken away if students use the computers in an inappropriate fashion. Oak Canyon strictly enforces the policies set forth by the Alpine School District's Acceptable Use Policy.

DRESS CODE

Fads and extremes in dress and appearance interrupt school decorum and adversely affect the education process. Clothing should be modest and not revealing. Appropriate undergarments and suitable footwear should be worn at all times. Attendance at OCJH requires conformity to the dress code policy which includes:

- No head coverings (hats, hoods (hoodies), bandanas, scarves, etc.)
- All shirts and blouses must have a sleeve (No tank tops, muscle shirts, spaghetti straps)
- No display of undergarments
- No clothing or displays with reference to drugs or alcohol
- No displays or language of profanity or vulgarity
- No over-sized pants or low-riders
- Shorts and skirts should be worn at mid thigh
- No bare midriffs (midriffs should remain covered when student lifts arms)
- No unnatural hair colors or styles that distract from the educational process as determined by the administration.
- No gang related displays including: baggy pants, gang color displays, hanging belts or chains, bandanas, slogans, symbols, or gestures.
- No piercings that are distracting because of number or location.
- No low necklines
- No pants may be worn that are grungy, holey, or are see through.
- No other distracting items such as non-prescriptive contact lenses, or rub on tattoos.

The Alpine School District Board of Education requires all of its students to conform to standards, avoid extremes, and exemplify personal cleanliness. Clothing should be free of tears or frays. The school administration will make the final determination on clothing, styles, and attire that is inappropriate.

ELECTRONIC COMMUNICATION DEVICES

1.2 The purpose and intent of the Alpine Board of Education Policy on Interfering and Electronic Communication Devices is to vest in the school administrators the authority to enforce reasonable rules relating to such objects or devices in public schools.

1.2.2 An "electronic communication device" includes telephones, camera telephones, two-way radios or video broadcasting devices, pagers and any other device that allows a person to record and/or transmit, on either a real time or delayed basis, sound, video or still images, text or other information.

2.0 Administrative Guidelines

2.1 The principal of the school is hereby given the authority to make determinations as to specific locations and situations where possession or use of electronic communication devices and cameras is prohibited.

2.2 Students should not be subject to video or audio capture, recording or transmission of their words or images by any student at a school without prior notice and consent for the capture.

2.3 Administrators and classroom teachers may prohibit the possession or use of such devices at specific times and in specific circumstances.

2.4 When a student is scheduled to be in class or involved in a regular school activity, it is a violation of policy for the student to have in his or her possession an electronic communication device or camera which is in the "on" position and ready to receive, send, capture or record any communication, visual, image, sound, text message or other information.

2.5 Electronic communication devices and cameras may not be possessed, activated or utilized in school situations where a reasonable expectation of personal privacy exists. These locations include but are not limited to locker rooms, shower rooms, restrooms and any other areas where students or others may change clothes or be in any stage or degree of disrobing or changing clothes.

2.7 The school administration or teacher may take appropriate disciplinary action when policy is violated.

2.7.1 Violation of this policy may include the immediate confiscation of the interfering device. The confiscated device shall be given to the principal or his designee. The principal may return the device at the closing of the day or make arrangements to notify and meet with the parent/guardian for pick-up of the device.

2.7.2 The use of an interfering device or electronic communication device to threaten, intimidate or embarrass another or to capture and transmit test information or any other information in a manner constituting fraud, theft or academic dishonesty, will result in suspension as allowed in Policy No. 5180. Authority: 53A-3-402(15) Utah Code Annotated 53A-11-901 et seq.

EMERGENCY PROCEDURES

Bomb Threat

1. The fire alarm and/ or announcement will be given over the intercom to evacuate the building.
2. Students and teachers will line up outside in the designated areas until the all clear is given to return to the building.

Earthquake

1. In the event an earthquake occurs, students should do the following:
 - a. Seek cover under desks, tables, or inside the frames of doors.
 - b. Stay away from windows and other forms of glass.
 - c. Stay clear of the building if already outside.
 - d. Evacuate the building once the earthquake shaking stops

Fire

1. The fire alarm will sound to evacuate the building.
2. Students and teachers will line up outside in the designated areas until the all clear is given to return to the building.

**In case of an actual emergency, students will only be released to legal guardians or individuals listed on their Emergency and Health Information Form.

eTIME

Oak Canyon has an in school remediation program known as etime. This model is intended to provide an opportunity for students that need time during the school day to meet with teachers to make up work. Our etime will be Tuesday-Friday for 25 minutes after A2 and B2. All students who have a Failing or an Incomplete grade will meet with those teachers during etime.

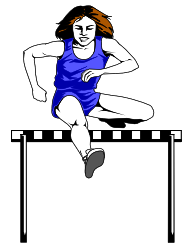
Students who are caught up and do not have Failing or Incomplete grades are invited to attend activities during etime that are designed to provide a reward for having passing grades. Students will receive a report card each day informing them of their current grades and whether they will meet with a teacher for remediation or if they qualify for the activities. Once students make up their Failing or Incomplete grades they will have the opportunity to attend the etime activities. During etime, attendance will be taken by teachers.

EXTRA CURRICULAR ACTIVITIES

The minimum requirement from the Utah High Schools Activity Association for all students to participate in school sports or extracurricular activities is a 2.0 GPA with no more than one "F" (failing grade) the previous term. Students involved in competition must maintain a 2.0 grade point average ("C" average) throughout the activity to remain eligible. No student is eligible to represent the school if they have failed more than one subject in the preceding quarter or if they are failing more than one subject during the quarter in which they participate.

A student denied the right to participate may improve grade deficiencies and failures through various educational programs, tutoring, night school and by other methods acceptable to the school.

Students who have officially been identified as Special Education may qualify academically to participate by successfully meeting their Individual Education Plan.



FIGHTING POLICY

The penalty for being involved in a fight, defined as an exchange of physical blows, (hitting, slapping) will be 1 to 10 days of out-of-school suspension. The incident should be reported immediately to an administrator or teacher. Students should not take matters into their own hands, but should allow an administrator to handle the situation.

In the event a fight breaks out, students are advised to move away from the area of the disturbance, tend to their own business, and not get in the way of administrators or teachers who are trying to deal with the situation. Refusal to leave the scene when asked to do so is a violation of the no fighting policy and constitutes the offense, "party to an affray," and disciplinary action may result.

Students who instigate fights but are not actively involved (that is, students who carry rumors, put others up to fight, carry information back and forth between other individuals who subsequently fight) submit themselves to the same penalties as those who are involved in the fight. Students who are intimidated or harassed by another student should report that to a teacher or administrator. Teachers are to report these incidents immediately to an administrator. In sum, fighting will not be tolerated on this campus, surrounding areas, on the school bus, or at any school sanctioned event.

GRADE REPORTS

Students are given a grade summary four days a week as part of our eTime program to keep them informed of their academic progress. Mid-Term grades are issued once per term. Official report cards are issued four times per year, one week after the term ends. Fourth term grades will be mailed home.

Deficiency Failing Notice (ASD Policy 4056):

Parents are given notice before the end of a term if their student is in danger of failing any class with a D+ or lower. Notices may be sent home by mail, with a student, a phone contact, and or parent teacher conference.

Parents and students may access the Oak Canyon Junior High web page for the school calendar, teacher email addresses, and other school information at <http://oakcanyon.alpinedistrict.org/>. To access students' grades, assignments, and attendance click on the check grades button or go to <http://oakcanyon.alpinedistrict.org/> for a direct link to Skyward. The username is the student ID number. This will be given to students at the beginning of school. If parents have questions they should contact the school.

HALLS

During the change of classes there are approximately 1,200 students moving through the halls at OCJH. The rules of conduct set forth below are established not only for instructional reasons, but for reasons of safety, cleanliness, comfort and convenience. The need to be considerate of other persons and to respect their "space" is essential. Students should not use any profane or vulgar language, should never run, and should not yell, scream, hit lockers or otherwise make excessive noise while in the halls. Students should not be in the halls during class without a pass. Students out of class without a teacher pass will be escorted back to their respective classes and may be sent to see an administrator. It is the student's responsibility to secure a pass prior to leaving. In short, be where you are supposed to be, when you are supposed to be there.

Take pride in your school and do your part to keep it clean. Please do not litter.

HORSEPLAY

Pushing, shoving, hitting, running in the building or any other disruptive behavior is not allowed.

INTERNET, NETWORK ACCEPTABLE USE POLICY

Alpine School District requires all students, patrons, and employees of the district to comply with the UEN Acceptable Use Policy.

- Public school students may have permission to the internet if they have a signed parent permission form which is kept on file at the school.
- Students are only to use the internet under direct school supervision.

Alpine School District filters access to the internet. However, some accessible sites may contain illegal, defamatory, inaccurate or potentially offensive material. Please report this to the main office immediately if you come upon these.

Appropriate disciplinary action shall be taken against any student who willfully and knowingly violates the Acceptable Use Policy.

LOCKER INFORMATION

Lockers with locks are made available for students' use at a nominal charge. Each student will be issued a combination to his/her lock upon payment of fees.

Lockers are not to be shared with anyone other than your assigned locker partner. Each student is responsible for the care of his/her locker and liable for any damage. **Lockers are not to be used as a reason to be tardy to class.** If there are locker problems, the student should report to his/her assigned class on time and report the problem to the teacher.

Control of Lockers

Lockers remain the property of the school, and the school authorities have a responsibility and a right to examine the contents of those lockers for reasons of health, safety, and security. Acceptance on the part of the student of a locker is acknowledgment of this privilege retained by the school district to examine the contents of that locker whenever determined appropriate.

Locker Guidelines

1. All books and personal belongings are to be kept in a neat, orderly manner.
2. **Locker combinations are private information and should not be given out to anyone.**
3. **Students are not to share lockers other than with their assigned locker partner.**
4. When your locker does not function properly, report this immediately to the office.
5. Any person caught tampering, opening or removing items from any locker other than his own, may face strong disciplinary action.
6. Never leave your locker without making sure you have locked it. Shut the door, turn the combination dial and test the door to make sure it is locked.
7. **Do not leave money or other valuables in lockers.**
8. **Do not ask to change lockers or combinations. (Exceptions may be given with Administrative approval, but will cost \$3).**
9. **Jamming the locks or pulling on the handle repeatedly causes them to break. Replacement fee \$3.**

LOST AND FOUND

The schools lost and found is located in the (SAC) Student Assistant Center in room A-128. Items found should be turned into the SAC. An effort will be made to return lost items to their owner if possible. To assist us students should be sure that all items brought to school have been properly labeled with the students' name.

LUNCH INFORMATION

Payment for lunches is made in the **LUNCHROOM** before school. Each student will be issued a personal identification number which the student will give to the lunch personnel as they go through the lunch line. **STUDENTS ARE RESPONSIBLE TO KEEP THEIR IDENTIFICATION NUMBER CONFIDENTIAL.** If a student determines that someone else knows or is using their identification number, it needs to be reported **IMMEDIATELY** to the lunchroom management.

Each student is responsible for cleaning up their own garbage. Students who do not follow this rule will stay after lunch and assist in cleaning the cafeteria. All questions and concerns regarding the school's lunch program should be directed to the Lunchroom Manager.

NUISANCE ITEMS

Nuisance items such as squirt guns, laser pens, aerosol spray cans, rubber bands, hackey sacks etc. are not to be brought to the school because they distract in the educational process. Such items may be confiscated and may only be returned to a parent.

OFFICE

Due to the interruption of the school day we ask that parents and students **DO NOT** bring holiday or birthday items to the office to be delivered.

RECOGNITION PROGRAMS

EAGLES AWARD

Teachers are given Eagle Awards to give to students during the school day. Students being great are awarded with Eagle Award cards. Students keep these awards and spin for prizes during lunch at various times during the term.

STUDENT OF THE DAY AWARD

Students who demonstrate outstanding citizenship, school spirit, an attitude of success, good study habits and academic effort will be recommended by faculty members to receive this award.

STUDENT OF THE MONTH AWARD

Each month six students will be selected. Recognition will be based on citizenship and academics.

TEACHER AND EMPLOYEE OF THE MONTH

One teacher and one employee per month will be recognized for exemplary teaching and/or outstanding professional achievement. They will be selected by the Administration.

HIGH HONOR ROLL

Students who earn a grade point average of 3.95 and above for each grading term will be honored for their achievement.

HONOR ROLL

Students who earn a grade point average between 3.7 and 3.95 will be honored for their achievement.

STUDENT OF THE YEAR AWARD

One 9th grade girl and boy will be selected as outstanding students for the year based on academic achievement, citizenship, and overall contribution to the school. These students will be selected by the faculty and will be announced at the Academic Awards Night at the end of the school year.

TEACHER AND EMPLOYEE OF THE YEAR

Each year one teacher and one employee will be recognized as an example of excellence at Oak Canyon Junior High. This teacher and employee will be selected by the administration, faculty and staff, and will be honored at the Oak Canyon Awards Night.

ACADEMIC AWARDS

All students who have a cumulative GPA of 3.95 or higher at the end of term three will be recognized at the Awards Assembly at the end of the school year.

DEPARTMENT AWARDS

Each department will select a certain number of students at the end of the year to recognize their accomplishments throughout the school year. These awards will be presented at the Awards Assembly at the end of the year.

RESPECTING SCHOOL PROPERTY

Vandalizing Oak Canyon Junior High, the building at large, restrooms, lockers, textbooks, or equipment, with writing, tagging, stickers, or by mistreating them in any way, may result in loss of privileges, restitution fines, student-parent-administrator conference, suspension or expulsion.

SAFE SCHOOLS

It is the policy of the Alpine School District to prohibit acts of violence, aggression, terrorism, intimidation, use or possession of a weapon, criminal behavior, or gang activity in all Alpine School District schools, on school grounds, at school sanctioned activities, or when students are being transported in vehicles dispatched by the district. To help enforce the safe school policy Oak Canyon Junior High reserves the right to search backpacks or other personal belongings when the need arises.

SAFE SCHOOLS PROCEDURES FOR STUDENTS

Abetting is the act of supporting, encouraging, and/or assisting activities which violate the safe school policy.

Bullying is aggressive behavior that is intended to cause harm or distress, exists in a relationship in which there is an imbalance of power or strength and may be repeated over time. Oak Canyon is committed to provide all students with a safe and secure learning environment. Bullying of any form will not be tolerated. Bullying may be physical, verbal/written or psychological, and through cyber space.

-Physical Bullying includes, but is not limited to, pushing, grabbing, pinching, shoving, poking, tripping, kicking, hitting, and destroying property.

-Verbal/ Written Bullying includes, but is not limited to, name calling, mean teasing, spreading false rumors, intimidation, sexual comments, harassing and threatening comments which are communicated verbally, in writing or through electric media.

-Cyber Bullying includes, but is not limited to, using email, web pages, text messaging, blogs, instant messaging, or any other electronic means for aggression, intimidation, or harassment against another person. Examples may include, but are not limited to sending mean, vulgar, or threatening messages or images; posting inappropriate pictures that are sensitive, private information about the

victim; pretending to be someone else to hurt that person; rude comments; lies; stalking; threats; extortion; harassment; and transmission of unflattering or embarrassing photographs.

Acts of Violence that disrupt the daily operation of the school include but are not limited to physical or sexual assault, intimidation, aggression, possessing or displaying a dangerous weapon, or committing acts of terrorism.

Dangerous Weapons include any items capable of causing death or serious bodily injury, or a facsimile or representation of the item. (Weapons shall include but not be limited to firearms, knives, metal knuckles, straight razors, explosives, noxious, or poisonous gases, poisons and drugs.

Hazing/Harassment is intimidation or any act that injures, degrades, or disgraces a student or staff member.

Gang/Secret Societies/Hate Groups is a group of two or more people who form an allegiance and engage in a range of anti-social behaviors that may include violent or unlawful activity or which advocate hatred or discrimination on the basis of race, religion, sex, national origin or disability.

Gang Activities shall include students who:

1. wear, possess, use, distribute, display or sell any clothing, jewelry, emblem, badge, symbol, sign or other things which are evidence of membership or affiliation in any gang.
2. commit any act or use any speech, either verbal or non-verbal (gestures, handshakes, etc.) showing membership or affiliation in a gang.
3. use any speech or commit any act in furtherance of the interests of any gang or gang activity, including, but not limited to:
 - a. soliciting others for membership in any gangs;
 - b. requesting any person to pay protection or otherwise intimidating or threatening any person;
 - c. committing any other illegal act or other violation of school district policies;
 - d. inciting other students to act with physical violence upon any other person.
 - e. defacing school property (i.e.: books, lockers, walls, etc.)

Sexual Harassment

Alpine School District policy prohibits sexual harassment of any kind-adult to adult, adult to student, student to adult, or student to student. It is defined as unwanted conduct or communication of a sexual nature that adversely affects a person's educational opportunities, comfort levels, relationships, or environment. This includes electronic harassment in the form of texts, chat rooms, social networking sites, pictures, etc. Students who feel like they have been sexually harassed should file a complaint with a school counselor or administrator. Investigation/resolution of the complaint will proceed immediately.

SNOW BALLS

For safety reasons, throwing snowballs anywhere on school grounds is prohibited.

STUDENT ASSISTANCE CENTER

It is our desire to provide a learning atmosphere for our students. The SAC has been designed to help students succeed in school by providing educational services for the student. All students coming to the SAC will need to have a pass stating what service needs to be provided. No student will be allowed into

the SAC without a pass. The following are some of the services that will be provided in the SAC for the coming school year:

- School Aides will be available to tutor student
- Student Progress reports printed.
- Before and after school testing/tutoring.

****The SAC will usually be open from 7:15 - 3:00 p.m. daily.**

STUDENT RELATIONSHIPS

Students are not allowed to hold hands or engage in other inappropriate physical contact (PDA Public Display of Affection) anywhere on campus or at any school-sponsored activity.

SUBSTANCE ABUSE POLICY

The mission of Alpine School District is to empower each student to function effectively in society as a competent, productive, caring and responsible citizen. Alcohol, drug and tobacco use is injurious to the health and often interferes with school behavior, learning and prevents the student from fully utilizing his/her potential.

The Alpine School District Board of Education recognizes that the use, possession, and/or distribution of **alcohol, controlled substances**, including prescription drugs, marijuana, cocaine, steroids, or other drugs listed in the law. **Imitation controlled substances**, something that looks like a controlled substance or produces similar effects are against district policy. This includes a drug known as Black Mamba aka Pep Spice, Bliss, Dragon and Bombay Blue. **Drug paraphernalia**--things like hypodermic needles, bongs, roach clips, hash pipes, etc., which may be used to produce, package, distribute or use drugs, constitute a hazard to the welfare of students, faculty, and to educational programs, and are **illegal** under the laws of the State of Utah and also in violation of district policy.

The use or possession of **tobacco** by students under the age of 19 is also against the Utah State Law. It is illegal for anyone to use tobacco on school property or within 1,000 feet of school property. The Clean Air Act gives non-smokers the right to breathe clean air.

Parents and community must share the responsibility with the school in attempting to prevent or intervene with problems of substance abuse, and to seek help from the public and private agencies for students who become involved with substance abuse.

SUBSTANCE ABUSE PENALTIES

ALCOHOL & DRUG USE/POSSESSION

First Offense

- *Referral to law enforcement agency
- *Possible suspension for 10 days
- *Parent conference--sign non-use contract
- *Non-participation in music, athletics, etc.

Second and Subsequent Offenses

- *Referral to law enforcement agency
- *Suspension, initiate expulsion procedures

Distribution or Intent to Distribute

- *Referral to law enforcement agency
- *Notify parents
- *Begin immediate expulsion procedures

TOBACCO USE/POSSESSION

First Offense

- *School Suspension
- *Student and Parent sign non-use agreement

*Police Referral

Second Offense and Subsequent Offenses

*Submit a court referral

*Student and Parent sign non-use agreement

*Ten-day suspension

* Police Referral

SUSPENSION/ EXPULSION FROM SCHOOL

Students should remember that their right to attend school is subject to their compliance with the rules which are discussed throughout this planner. Any illegal act committed on school grounds may result in court prescribed penalties, but may also result in suspension or expulsion from school.

The following acts committed while under the jurisdiction of the school may constitute good cause for suspension and or expulsion:

1. Causes or attempts to cause damage to school property; stealing or attempting to steal school property.
2. Causes or attempts to cause damage to private property, steals or attempts to steal private property.
3. Causes, attempts to cause, or threatens to cause physical injury to another person.
4. Possesses, sells, or otherwise furnishes any firearm, knife, explosive, or incendiary devices (matches or cigarette lighters) or other dangerous objects.
5. Possesses, uses, sells, or otherwise furnishes, or is under the influence of any controlled substance, alcoholic beverage, or intoxicant of any kind.
6. Possesses or uses tobacco.
7. Commits an obscene act or engages in habitual profanity or vulgarity.
8. Disrupts school activities, the instructional program or other aspects of the school day.
9. Willfully defies the valid authority of school personnel.
10. Truancy from school.
11. Engages in Public Displays of Affection (PDA) and/ or promiscuous sexual activity.
12. Commits an act of sexual harassment against another student.
13. Possesses or uses, sell or otherwise furnishes poisons, noxious, or poisonous gases.
14. Intimidating students or other improper forms harassment.
15. Violating the Safe Schools policy
16. Any other act the administration deems suspension is appropriate.

VISITORS

1. Parents and/ or guardians are always welcome at Oak Canyon Junior High School.
2. All visitors will need to check in at the main office before visiting areas of the school.
3. A visitor's pass will be issued at the front office that must be worn in the school.
4. Administrators may refuse to issue a visitor's pass in order to maintain an appropriate educational environment.
5. Students who attend or have attended schools within the Alpine School District may not visit Oak Canyon.
6. Any person entering Oak Canyon's grounds without permission is trespassing and may be subject to citation.
7. All visitors are expected to adhere to Oak Canyon's policies while visiting the school.

Oak Canyon Junior High

Bell Schedule

Monday	Tuesday	Wednesday	Thursday	Friday
A1/B1 7:45 - 8:55	A1/B1 7:45 - 9:05	A1/B1 7:45 - 9:05	A1/B1 7:45 - 9:05	A1/B1 7:45 - 9:05
A2/B2 9:00-10:10	A2/B2 9:10-10:25	A2/B2 9:10-10:25	A2/B2 9:10-10:25	A2/B2 9:10-10:25
Announcements 10:10-10:15	Announcements/ eTime handouts 10:25-10:30	Announcements/ eTime handouts 10:25-10:30	Announcements/ eTime handouts 10:25-10:30	Announcements/ eTime handouts 10:25-10:30
1st Lunch 10:15 - 10:45	eTime 10:35-11:00	eTime 10:35-11:00	eTime 10:35-11:00	eTime 10:35-11:00
A3/B3 10:20 - 11:30 or 10:50 – 12:00	1st Lunch 11:00-11:30	1st Lunch 11:00-11:30	1st Lunch 11:00-11:30	1st Lunch 11:00-11:30
2nd Lunch 11:30 - 12:00	A3/B3 11:05-12:20	A3/B3 11:05-12:20	A3/B3 11:05-12:20	A3/B3 11:05-12:20
A4/B4 12:05 - 1:15	or 11:35-12:50	or 11:35-12:50	or 11:35-12:50	or 11:35-12:50
2nd Lunch 12:20-12:50	2nd Lunch 12:20-12:50	2nd Lunch 12:20-12:50	2nd Lunch 12:20-12:50	2nd Lunch 12:20-12:50
A4/B4 12:55-2:15	A4/B4 12:55-2:15	A4/B4 12:55-2:15	A4/B4 12:55-2:15	A4/B4 12:55-2:15

Oak Canyon Junior High School

111 S. Eagles Nest Avenue

Lindon, Utah 84042

Main Office(801) 610-8138

Counseling (801) 610-8139

