

Grand County School District

1 **Instructional Goals, Objectives, and Evaluation:**  
2 ***Adoption and Purpose***

3 **K-12 Curriculum—**

4         The District shall provide a well-balanced curriculum in accordance with state  
5 law and State Board rules. Effective instruction shall be delivered to all enrolled  
6 students and instruction provided in the essential elements of each subject at  
7 appropriate grade levels. The essential elements represent the core knowledge,  
8 skills, and competencies all students should learn to be effective and productive  
9 members of society. The District may add elements at its discretion, but shall not  
10 delete or omit instruction in the essential elements.

11 **Adoption of Instructional Materials—**

12         The Board shall adopt instructional materials in an open and regular meeting  
13 of the School Board for which notice is given to parents and guardians of students.  
14 Public comment shall be taken by the Board of Education related to curriculum.

15 **Report to State Board of Education—** The Board of Education shall make a  
16 written report to the State Board of Education which states the action taken and  
17 specifically identifies the curriculum materials adopted by the Board of Education.

18 **Improvement of Instructional Program in General—**

19         The Board shall annually review data, including statewide assessment results  
20 and evaluations, regarding student progress in the essential curriculum elements  
21 and other pertinent information and identify areas of needed improvement. Based  
22 upon the findings of the review, the District shall make necessary adjustments in  
23 instructional programs. The District shall provide a professional development  
24 program that provides teachers, principals, and other professional staff with the  
25 training required to successfully establish and maintain statewide assessments.

26 [Utah Code § 53E-4-311\(3\) \(2018\)](#)  
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1 **Term of Instruction:**  
2 **School Year**

3 **Length of school year—**

4 The schools of the District shall be in operation for at least 180 instructional  
5 days and at least 990 instructional hours during each school year, except as follows:

- 6 1) Grade 1 must have a minimum of 810 hours and 180 days.  
7 2) The Board may reallocate up to 32 instructional hours or 4 school days  
8 for teacher preparation time or professional development by a two-  
9 thirds majority vote of the Board in a properly noticed and held public  
10 meeting. If a reallocation is made, parents and guardians shall be  
11 notified of the school calendar at least 90 days before the beginning of  
12 the school year.

13 [Utah Admin. Rules R277-419-4\(1\) \(December 8, 2017\)](#)

14 [Utah Admin. Rules R277-419-6\(6\) \(December 8, 2017\)](#)

15 [Utah Code § 53F-2-102\(7\) \(2018\)](#)

16 The required days and hours of instruction may be provided at any time during the  
17 school year as determined by the Board. The Board will approve school calendars  
18 providing for instructional time and days in an open meeting.

19 [Utah Admin. Rules R277-419-4\(2\) \(December 8, 2017\)](#)

20 [Utah Admin. Rules R277-419-11\(4\)\(h\) \(December 8, 2017\)](#)

21 If a school is using a modified 45-day/15-day year-round schedule initiated prior to  
22 July 1, 1995, it is considered to be in compliance with State Board of Education  
23 regulations if the school's schedule includes a minimum of 990 hours of instructional  
24 time in a minimum of 172 days.

25 [Utah Admin. Rules R277-419-11\(2\) \(December 8, 2017\)](#)

26 **Trimester basis—**

27 The District shall operate on a trimester basis and shall adhere to the  
28 requirements of the appropriate curriculum prepared by the State Board of  
29 Education.

30 **Beginning date—**

31 Student attendance for the first semester of the regular school term shall be  
32 established by the Board pursuant to a calendar adopted annually.

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33 **Emergency/Activity days—**

34 The annual school calendar adopted by the Board shall include exigency time  
35 for closures for emergencies, activities, or extreme weather conditions. If school is  
36 closed for these or any other reason, the instructional time missed shall be made up  
37 under the exigency time so that the minimum school program instructional  
38 requirements are met.

39 [Utah Admin. Rules R277-419-4\(3\)\(a\) \(December 8, 2017\)](#)

40 **Parent-teacher and Student plan conferences—**

41 With Board approval, schools may conduct parent-teacher and student Plan  
42 for College and Career Readiness conferences during the day and the time for those  
43 conferences may be counted as instructional time up to the equivalent of three full  
44 school days or 16.5 hours during a school year.

45 [Utah Admin. Rules R277-419-4\(6\)\(c\) \(December 8, 2017\)](#)

46 **Kindergarten assessment—**

47 The Board may designate up to 12 instructional days at either or both the  
48 beginning or end of the school year for assessment of students entering or  
49 completing kindergarten. Assessments shall be conducted by qualified school  
50 employees. The assessment time per student must be adequate to justify the  
51 amount of instructional time used for assessment. Such action must be taken in a  
52 properly noticed public meeting and the parents or guardians of these students shall  
53 be given notice and an explanation of the assessment well in advance of the  
54 assessment period.

55 [Utah Admin. Rules R277-419-4\(6\)\(e\), \(f\) \(December 8, 2017\)](#)

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1 **Term of Instruction:**

2 ***School Day***

3 **Length and Schedule—**

4 Schools shall be in session for not less than 7 hours each instructional day,  
5 including intermissions and recesses, of which not less than 4 hours shall be  
6 devoted to instruction. Kindergarten sessions shall have at least 2 hours per  
7 instructional day of instructional time.

8 [Utah Admin. Rules R277-419-2\(31\) \(December 8, 2017\)](#)

9 **Exceptions for Students With Compelling Circumstances—**

10 In the Board's [or designee](#) discretion, the length of the time an individual  
11 student is required to be in school on instructional days may be varied for students  
12 with compelling circumstances. Such variance will be established on an individual  
13 basis according to the student's IEP or Plan for College and Career Readiness.

14 [Utah Admin. Rules R277-419-11\(1\) \(December 8, 2017\)](#)

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1 **Term of Instruction:**

2 ***Summer School***

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4 **Courses Begun and Completed In Summer School—**

5 Students shall be awarded credit for courses begun and successfully  
6 completed during the summer session, in accordance with the following provisions:

- 7 1. The program shall meet the same standards as those in effect during the  
8 regular school year.
- 9 2. The program shall be administered or supervised by a specifically assigned  
10 staff member with an appropriate endorsement. The administrator shall have  
11 the authority and time during the regular school year to plan and organize the  
12 summer school program.
- 13 3. Libraries and other necessary instructional resources shall be available on the  
14 same basis as during the regular term.
- 15 4. Courses offered shall include all state-required, essential elements specified  
16 for the course, and student progress shall be evaluated according to the  
17 same achievement standards used during the regular term.
- 18 5. One unit of credit shall meet the prescribed time allocations.
- 19 6. No teacher shall be assigned more than six hours of classroom teaching per  
20 day.

21 **Regular Term Courses Completed In Summer School—**

22 Students may be provided an opportunity to complete subjects or courses  
23 begun, but not successfully completed, during the regular school term. Such  
24 courses shall include all state-required, essential elements specified for the course.  
25 Essential elements satisfactorily mastered during the regular term need not be  
26 repeated in the summer session. Student progress shall be evaluated according to  
27 the same achievement standards used during the regular term.

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### **Curriculum: *Required Instruction***

#### **Required core curriculum—**

The District's curriculum shall at least meet the minimum requirements of state law and State Board rules. Those minimum requirements are to contain the essential elements of each subject at appropriate grade levels. The essential elements represent the core knowledge, skills, and competencies all students should learn to be effective and productive members of society. The District may add elements at its discretion but shall not delete or omit instruction in the essential elements.

In addition, the District shall provide character education in connection with regular schoolwork, through an integrated curriculum approach. Instruction in this area shall emphasize honesty, temperance, morality, courtesy, obedience to law, respect for and an understanding of the constitutions of the United States and the state of Utah, the essentials and benefits of the free enterprise system, respect for parents and home, and the dignity and necessity of honest labor and other skills, habits, and qualities of character which will promote an upright and desirable citizenry and better prepare students for a richer, happier life.

[Utah Code § 53G-10-204 \(2019\)](#)

#### **K-6 core curriculum—**

The K-6 core subject requirements are:

1. English Language Arts
2. Mathematics
3. Science
4. Social Studies
5. Arts;
  - a. Visual Arts;
  - b. Music;
  - c. Dance; or
  - d. Theatre
6. Health Education
7. Physical Education

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8. Educational Technology; and

9. Library Media

[Utah Admin. Rules R277-700-4\(2\) \(March 14, 2018\)](#)

Informal assessment will occur on a regular basis to ensure continual student progress. State-approved summative adaptive assessments will be used to assess student mastery of reading, language arts, mathematics, science and (in grade five) effectiveness of written expression.

[Utah Admin. Rules R277-700-4\(5\), \(6\) \(March 14, 2018\)](#)

### **Grades 7-8 core requirements—**

In grades 7-8, students shall complete the following courses:

1. Grade 7 Language Arts
2. Grade 8 Language Arts
3. Grade 7 Mathematics
4. Grade 8 Mathematics
5. Grade 7 Integrated Science
6. Grade 8 Integrated Science
7. United States History
8. Utah History
9. At least one course in each of the following in grades 7 or 8:
  - a. Health Education
  - b. College and Career Awareness
  - c. The Arts
  - d. Physical Education

[Utah Admin. Rules R277-700-5\(2\), \(3\) \(March 14, 2018\)](#)

In addition to the foregoing requirements, the Board of Education may, as it determines appropriate, require a student to complete additional courses, may offer additional elective courses, and may set minimum credit requirements.

[Utah Admin. Rules R277-700-5\(6\) \(March 14, 2018\)](#)

State-approved summative adaptive assessments will be used to assess student mastery of reading, language arts, mathematics, effectiveness of written expression (in grade eight) and science.

[Utah Admin. Rules R277-700-4\(6\)\(e\) \(March 14, 2018\)](#)

[Utah Admin. Rules R277-700-5\(5\) \(March 14, 2018\)](#)

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The District may, upon request of a student or parent and with parental consent, substitute a course requirement set out above with a course, extracurricular activity, or experience that is either similar to the course requirement or consistent with the student's plan for college and career readiness. The request shall be made in writing, shall include a parent's signature, shall identify the proposed substitution, and shall explain how the proposed substitution meets the foregoing standard. This request shall be initially evaluated by the counselor responsible for the student, who shall determine whether the request contains the required elements and shall make a recommendation regarding whether the request should be approved or denied. This recommendation shall be submitted to the principal or the principal's designee, who shall grant or deny the request. If the student or parent is dissatisfied with the determination of the principal, the decision can be appealed to the Board of Education or its designee, which shall review the decision and determine whether it should be changed. The decision of the Board or its designee is final.

[Utah Admin. Rules R277-700-5\(7\), \(8\) \(March 14, 2018\)](#)

## **Grades 9-12 core curriculum—**

The minimum number of core curriculum credits required for students in grades 9-12 shall be 18, as follows:

1. Language Arts – 4 units, including
  - a. Ninth grade level (1 unit);
  - b. Tenth grade level (1 unit);
  - c. Eleventh grade level (1 unit); and
  - d. Twelfth grade level (1 unit), consisting of applied or advanced language arts credit, consistent with the student's Plan for College and Career Readiness, from a list of courses approved by the Board of Education and the State Board of Education, which courses
    - i. Are within the field/discipline of language arts, with a significant portion of instruction aligned to language arts content, principles, knowledge, and skills;
    - ii. Provide instruction that leads to student understanding of the nature and disposition of language arts;
    - iii. Apply the fundamental concepts and skills of language arts;
    - iv. Provide developmentally appropriate content; and
    - v. Develop skills in reading, writing, listening, speaking, and presentation.
2. Mathematics – 3 units.

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- a. This requirement shall be met minimally through successful completion of the foundation or foundation honors courses Secondary Mathematics I, Secondary Mathematics II, and Secondary Mathematics III.
- b. With a written request from the student's parent or guardian, a student may opt out of Secondary Mathematics III. In that case, the student shall successfully complete another mathematics course from among the advanced and applied mathematics courses on the State Board of Education's list of approved mathematics courses.
- c. 7<sup>th</sup> and 8<sup>th</sup> grade students may earn credit for one of the mathematics foundation courses before 9<sup>th</sup> grade, consistent with the student's Plan for College and Career Readiness and if at least one of the following criteria are met:
  - i. The student is identified as gifted in mathematics on at least two different State Board of Education approved assessments;
  - ii. The student is dual enrolled at the middle school/junior high school and the high school;
  - iii. The student qualifies for promotion one or two grade levels above the student's age group and is placed in 9<sup>th</sup> grade; or
  - iv. The student takes the State Board of Education competency test in the summer prior to 9<sup>th</sup> grade and earns high school graduation credit for the course.
- d. For other students (than those in the prior section) who earn credit for a foundation course before 9<sup>th</sup> grade, the student shall still fill the required 3 units of credit by successful completion of other mathematics courses approved by the State Board of Education, consistent with the student's Plan for College and Career Readiness, which courses
  - i. Are within the field/discipline of mathematics with a significant portion of instruction aligned to mathematics content, principles, knowledge, and skills;
  - ii. Provide instruction that leads to student understanding of the nature and disposition of mathematics;
  - iii. Apply the fundamental concepts and skills of mathematics;
  - iv. Provide developmentally appropriate content; and
  - v. Include the five process skills of mathematics: problem solving, reasoning, communication, connections, and representation.

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- e. A student who successfully completes a Calculus course with a “C” grade or better has completed mathematics graduation requirements, regardless of the number of mathematics credits earned.
3. Science – 3 units, including
- a. 2 units from the five science foundation areas:
    - i. Earth Systems Science – 1.0 units from the following:
      - (1) Earth Science;
      - (2) Advanced Placement Environmental Science; or
      - (3) International Baccalaureate Environmental Systems
    - ii. Biological Science – 1.0 units from the following:
      - (1) Biology;
      - (2) Human Biology;
      - (3) Biology: Agricultural Science & Technology;
      - (4) Advanced Placement Biology;
      - (5) International Baccalaureate Biology; or
      - (6) Biology with Lab Concurrent Enrollment
    - iii. Chemistry – 1.0 units from the following:
      - (1) Chemistry;
      - (2) Advanced Placement Chemistry;
      - (3) International Baccalaureate Chemistry; or
      - (4) Chemistry with Lab Concurrent Enrollment
    - iv. Physics – 1.0 units from the following:
      - (1) Physics;
      - (2) Physics with Technology;
      - (3) Advanced Placement Physics (1, 2, C: Electricity and Magnetism, or C: Mechanics);
      - (4) International Baccalaureate Physics; or
      - (5) Physics with Lab Concurrent Enrollment
    - v. Computer Science – 1.0 units from the following:
      - (1) Advanced Placement Computer Science;

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- (2) Computer Science Principles; or
- (3) Computer Programming II; and
- b. 1 unit, consistent with the student's Plan for College and Career Readiness, from the foundation courses or a list of applied or advanced science courses approved by the Board of Education and State Board of Education, which courses
  - i. Are within the field/discipline of science with a significant portion of instruction aligned to science content, principles, knowledge, and skills;
  - ii. Provide instruction that leads to student understanding of the nature and disposition of science;
  - iii. Apply the fundamental concepts and skills of science;
  - iv. Provide developmentally appropriate content;
  - v. Include the areas of physical, natural, or applied sciences; and
  - vi. Develop students' skills in scientific inquiry.
- 4. Social Studies:
  - a. 2.5 units from the following:
    - i. Geography for Life – 0.5 units
    - ii. World Civilizations – 0.5 units
    - iii. U.S. History – 1.0 units
    - iv. U.S. Government and Citizenship – 0.5 units
  - b. 0.5 units Social Studies as determined by the District
  - c. Completion of a basic civics test or alternate assessment (see Policy ECG)
- 5. Arts – 1.5 units from any of the following areas:
  - a. Visual Arts
  - b. Music
  - c. Dance
  - d. Theatre
- 6. Physical and Health Education – 2.0 units including:
  - a. Health – 0.5 units
  - b. Participation Skills – 0.5 units
  - c. Fitness for Life – 0.5 units

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- d. Individualized Lifetime Activities (0.5 units)
- e. Team sport/athletic participation (maximum of 0.5 units with school approval)
- 7. Career and Technical Education – 1.0 units from among the following areas:
  - a. Agriculture
  - b. Business
  - c. Family and Consumer Sciences
  - d. Health Science and Technology
  - e. Information Technology
  - f. Marketing
  - g. Technology and Engineering Education
  - h. Trade and Technical Education
- 8. Digital Studies – 0.5 units
- 9. Library Media skills (integrated into the subject areas)
- 10. General Financial Literacy – 0.5 units

[Utah Admin. Rules R277-700-6\(3\) \(March 14, 2018\)](#)

The District may modify a student's graduation requirements to meet the unique educational needs of the student if the student has a disability and the modifications to graduation requirements are made through the student's IEP.

[Utah Admin. Rules R277-700-6\(22\) \(March 14, 2018\)](#)

## **College and Career Readiness Mathematics Competency—**

A student who is pursuing a college degree after graduation must take a full year mathematics course during the student's senior year unless the student has, before the beginning of the senior year, met one of the following requirements:

- 1. A score of 3 or higher on an Advanced Placement (AP) calculus AB or BC exam;
- 2. A score of 3 or higher on an Advanced Placement (AP) statistics exam;
- 3. A score of 5 or higher on an International Baccalaureate (IB) higher level math exam;
- 4. A score of 50 or higher on a College Level Exam Program (CLEP) pre-calculus or calculus exam;
- 5. A score of 26 or higher on the mathematics portion of the American College Test (ACT) exam;

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6. A score of 640 or higher on the mathematics portion of the Scholastic Aptitude Test (SAT) exam; or
7. A “C” grade or higher in a concurrent enrollment mathematics course that satisfies a state system of higher education quantitative literacy requirement.

A non-college degree seeking student shall complete appropriate math competencies for the student’s career goals as described in the student’s Plan for College and Career Readiness.

The college or career readiness mathematics competency requirement may be modified if the student has a disability and the modification to the competency requirement is made through the student’s IEP.

[Utah Admin. Rules R277-700-9 \(March 14, 2018\)](#)

## **Elective credits—**

In addition to the 6 credits beyond the 18 units of required core curriculum credit, students must earn \_\_\_\_\_ additional credits to qualify for graduation.

*[Note: Because students must earn at least 24 credits to graduate, including the 18 core curriculum credits, the students must earn at least 6 elective credits. However, the Board of Education may require more than 24 credits to graduate, thereby increasing the number of elective credits. This section will need to be tailored depending on whether the Board requires more than 24 credits.]*

[Utah Admin. Rules R277-700-6\(2\), \(3\) \(March 14, 2018\)](#)

## **Assessment of student mastery of core standards—**

The Board of Education is responsible to provide students with access to courses in the basic academic subjects of the core standards for Utah public schools established by the State Board of Education, and for students’ mastery of those standards. Student mastery of the core standards shall be evaluated through District participation in statewide assessments as directed by the State Board of Education. Students who have not achieved mastery of the core standards will be provided remediation assistance as provided for by State statute and State Board of Education regulations. The Board of Education is responsible to ensure statewide assessments are administered in compliance with the requirements of Utah Code [Title 53E, Chapter 9](#) (“Student Privacy and Data Protection”).

[Utah Admin. Rules R277-700 \(March 14, 2018\)](#)  
[Utah Code § 53E-4-302 \(2019\)](#)  
[Utah Code § 53G-9-803 \(2019\)](#)

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1 **Curriculum:**  
2 ***Elective Instruction—Driver Education***

3 **Driver Education—**

4 The District hereby establishes driver education in the District as set forth in this  
5 policy, to help develop the knowledge, attitudes, habits and skills necessary for the  
6 safe operation of motor vehicles.

7 [Utah Code § 53G-10-502\(3\) \(2018\)](#)

8 **Age for Written Testing—**

9 A District school offering driver education shall provide each enrolled student the  
10 opportunity to take the written test when the student is 15 years and 9 months of  
11 age. The school may permit an enrolled student to take the written test when the  
12 student is 15 years of age.

13 [Utah Code § 53G-10-502\(2\) \(2018\)](#)

14 **Components of Driver Education—**

15 Driver education shall consist of both a classroom portion of instruction and a  
16 behind-the-wheel and observation portion of instruction.

17 [Utah Code § 53G-10-502 \(2018\)](#)

18 **Classroom Training—**

19 The classroom training portion of driver education will consist of instruction, in  
20 accordance with the rules established by the State Board of Education, which will  
21 take place in class instruction held at the school outside of regular school hours,  
22 through home study.

23 [Utah Code § 53G-10-508 \(2018\)](#)

24 [Utah Admin. Rules R277-746 \(November 8, 2011\)](#)

25 **Behind-the-Wheel Training—**

26 The behind-the-wheel and observation portion of driver education will be provided by  
27 the District in accordance with the rules established by the State Board of Education.

28 [Utah Code § 53G-10-502 \(2018\)](#)

29 [Utah Code § 53G-10-503\(3\) \(2018\)](#)

30 [Utah Code § 53-3-504 \(2006\)](#)

31 [Utah Code § 53G-10-508\(1\)\(e\) \(2018\)](#)

32 [Utah Code § 53-3-504 \(2006\)](#)

33 **Funding—**

## ***ELECTIVE INSTRUCTION—DRIVER EDUCATION***

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34 Driver education in the District shall be solely funded through student fees and funds  
35 from the Automobile Driver Education Tax Account. However, for these purposes,  
36 the cost of driver education does not include the full-time equivalent cost of a  
37 teacher for each driver education class taught during regular school hours, or the  
38 cost of classroom space and maintenance.

39 [Utah Code § 53G-10-503\(1\)\(a\) \(2018\)](#)

40 The Board of Education will set the student fee required for participation in driver  
41 education in the District, which fee shall be determined by taking into consideration  
42 the costs associated with providing driver education which are not covered by  
43 reimbursements from the Automobile Driver Education Tax Account. Student fees  
44 shall also take into account costs which are not covered because of students  
45 obtaining a waiver of driver education fees.

46 [Utah Code § 53G-10-503\(7\) \(2018\)](#)

47 The District shall submit to the State Superintendent of Public Instruction, as  
48 required by the State Board of Education, all reports required to obtain  
49 reimbursement of driver education costs from the Automobile Driver Education Tax  
50 Account.

51 [Utah Code § 53G-10-505 \(2018\)](#)

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1 **Curriculum**  
2 ***Reading Achievement for K-3***

3 **Purpose of the Policy—**

4 The Board adopts this policy to ensure reading proficiency in Kindergarten through  
5 grade three.

6 **Reading Assessment—**

7 District elementary schools shall administer the State Board of Education approved  
8 benchmark reading assessments at the beginning (before September 30), in the  
9 middle (between December 1 and January 31), and at the end (between the middle  
10 of April and June 15) of grade one, grade two and grade three.

11 Following each benchmark assessment, the school shall notify parents or guardians  
12 of their student's results by October 30, the last day of February, and June 30,  
13 respectively. The District shall also report the results to the State Superintendent by  
14 the same dates, together with the additional information required by Rule R277-406-  
15 3(5).

16 If a benchmark assessment or a supplemental reading assessment indicates that a  
17 student is not reading at grade level, the school shall take the notification and  
18 reading remediation interventions outlined below for students not reading at grade  
19 level.

20 [Utah Admin. Rules R277-406-3\(1\) to \(3\), \(5\) \(August 7, 2018\)](#)

21

22 **Goal Achievement Reporting—**

23 In addition to the reports provided to parents under the reporting component of the  
24 reading achievement plan, the District shall annually provide parents with a copy of  
25 the student's comprehensive statewide assessment results, which includes  
26 measurements of reading performance.

27 [Utah Code § 53E-4-310\(4\) \(2019\)](#)

28 **Reporting to the Board—**

29 The Superintendent shall annually report to the Board on the assessment data and  
30 other information submitted to the State Board of Education relating to K-3 reading  
31 performance in the District at the District level and at the school level. The Board  
32 may use this information to work with the Superintendent to review and revise plans  
33 to enable the District to meet K-3 reading goals.

34 [Utah Code § 53E-4-310\(2\) \(2019\)](#)

**Grand County School District  
Literacy Proficiency Improvement Plan Submitted to the State  
Superintendent—**

The District shall submit a plan to the State Superintendent for literacy proficiency improvement that meets the requirements of Utah Code § 53F-2-503(4)(a)

[Utah Code § 53F-2-503\(4\)\(a\) \(2018\)](#)

[Utah Admin. Rules R277-406-4\(1\) \(August 7, 2018\)](#)

**Report Submitted to the State Board of Education—**

The District shall annually submit a report to the State Board of Education accounting for the expenditure of program money in accordance with its plan for reading proficiency improvement.

The District shall use program money in a manner that is consistent with [Utah Code § 53F-2-503](#).

The District shall by June 30 of each year report progress toward the goals outlined in its Literacy Proficiency Improvement Plan to the State Superintendent. [Utah Admin. Rules R277-406-5\(1\) \(August 7, 2018\)](#)

**Reading Below Grade Level or Lacking Proficiency—**

A student is reading below grade level when the student performs below the benchmark score on the benchmark reading assessment and requires additional instruction beyond that provided to typically developing peers in order to close the gap between the student's current level of reading achievement and that expected of all students in that grade. For any first, second, or third grade student who through assessment is determined to be reading below grade level, the school shall take the following actions:

1. Notify the student's parent that the student is reading below grade level;
2. Provide focused individualized intervention to develop the reading skill;
3. Administer formative assessments to measure the success of the focused intervention;
4. Inform the parent of activities that he or she may engage in with the student to assist the student in improving reading proficiency; and
5. Provide information to the parent of the student regarding reading interventions available to the student outside regular instructional time that may include tutoring, before and after school programs, or summer school.

[Utah Code § 53E-4-307\(4\) \(2019\)](#)

[Utah Admin. Rules R277-406-2\(6\) \("August 7, 2018\)](#)

[Utah Admin. Rules R277-403-3\(3\) \(August 7, 2018\)](#)

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1 **Curriculum:**  
2 ***American Sign Language***

3 American Sign Language shall be accorded equal status with other linguistic  
4 systems in the District. The District shall comply with all State Board of Education  
5 policies and procedures regarding the teaching of American Sign Language in the  
6 District.

7 A student may count credit received for completion of a course in American  
8 Sign Language toward the satisfaction of a foreign language graduation  
9 requirement.

10  
11 [Utah Code § 53G-10-303 \(2018\)](#)

12

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1 **Curriculum:**  
2 **College Course Work**

3 **Definitions—**

4 “Concurrent enrollment” means enrollment in a course that allows a student to  
5 earn credit both towards high school graduation and at an institution of higher  
6 education.

7 “Eligible student” means a student who (a) is enrolled in and counted towards  
8 average daily membership in a school within the District, (b) has on file a plan for  
9 college and career readiness, and (c) is in grade 9, 10, 11 or 12.

10 “Eligible instructor” means an instructor who is either employed as faculty by  
11 an institution of higher education or who is employed by the District and meets the  
12 requirements of Utah Code § 53E-10-302(5)(b).

13 [Utah Code § 53E-10-301\(2\), \(4\), \(5\) \(2019\)](#)  
14 [Utah Code § 53E-10-302\(5\) \(2019\)](#)

15 “Designated institution of higher education” means an institution of higher  
16 education designated by the State Board of Regents to provide a course or program  
17 of study within a specific geographic region.

18 [Utah Code § 53E-10-303\(1\) \(2018\)](#)

19 **Establishing Concurrent Enrollment Courses—**

20 The District may establish concurrent enrollment courses by entering into a  
21 contract with an institution of higher education to provide such courses. The District  
22 and the institution of higher education must (a) ensure that the course instructor is  
23 an eligible instructor, (b) establish qualifying academic criteria for enrollment in the  
24 course, (c) ensure that students enrolling are eligible students, and (d) coordinate  
25 advising of the eligible students.

26 In establishing a particular concurrent enrollment course, the District must first  
27 offer to contract with the designated institution of higher education for the course. If  
28 the designated institution of higher education either chooses not to offer the course  
29 or does not respond to the District’s proposal within 30 days, the District may then  
30 contract with another institution of higher education to provide the course.

31 [Utah Code § 53E-10-303 \(2018\)](#)

32 The student is responsible for expenses and arrangements associated with  
33 college enrollment as provided for in [Utah Code § 53E-11-305](#). The student may  
34 apply for a fee waiver if appropriate under the District fee waiver policy for class-  
35 related costs including consumables, lab fees, copies, materials and textbooks.

36 [Utah Code § 53E-11-305 \(2018\)](#)  
37 [Utah Admin. Rules R277-713-8\(3\), \(4\) \(August 11, 2016\)](#)

**Grand County School District**

38 **Participation Form and Parental Permission—**

39           Before allowing an eligible student to participate in a concurrent enrollment  
40 course, the District and the institution of higher education must ensure that the  
41 student has, for the current school year, (a) submitted a completed participation form  
42 which includes the signature of the student's parent indicating permission to  
43 participate and (b) signed an acknowledgment of program participation  
44 requirements. (The participation form shall be that which is created by the State  
45 Board of Regents.)

46           [Utah Code § 53E-10-304 \(2019\)](#)

47

Grand County School District

Religious Neutrality

1 **Curriculum:**  
2 ***Religious Neutrality***

3 **Constitutional Freedom in Public Schools—**

4 Any school in the District, in accordance with State Board of Education policy,  
5 may undertake any instructional activity, performance or display which includes  
6 examination of or presentations about religion, political or religious thought or  
7 expression, or the influence thereof on music, art, literature, law, politics, history or  
8 any other element of the curriculum, including the comparative study of religions,  
9 provided it is designed to achieve secular educational objectives included within the  
10 context of a course or activity and conducted in accordance with applicable rules of  
11 this District.

12 [Utah Code § 53G-10-202\(1\) \(2018\)](#)

13 No aspect of cultural heritage, political theory, moral theory, or societal value  
14 shall be either included within or excluded from school curricula for the primary  
15 reason that it affirms, ignores, or denies religious belief, religious doctrine, a religious  
16 sect, or the existence of a spiritual realm or supreme being.

17 [Utah Code § 53G-10-202\(2\) \(2018\)](#)

18 **Religious Neutrality—**

19 School officials and employees may not use their positions to endorse,  
20 promote, or disparage a particular religious, denominational, sectarian, agnostic, or  
21 atheistic belief or viewpoint. District schools may not sponsor prayer or religious  
22 devotionals.

23 [Utah Code § 53G-10-202\(3\), \(4\) \(2018\)](#)

24 **Participation Waivers—**

25 If a parent or guardian of a student, or if a secondary student, determines that  
26 the student's participation in a portion of the curriculum or in an activity would require  
27 the student to affirm or deny a religious belief or right of conscience or engage or  
28 refrain from engaging in a practice forbidden or required in the exercise of a religious  
29 right or right of conscience, the parent, guardian or student may request either (1) a  
30 waiver of the requirement to participate or (2) a reasonable alternative that requires  
31 reasonably equivalent performance by the student of the secular objectives of the  
32 curriculum or activity in question.

33 If a student makes a request under the above paragraph for a waiver or a  
34 reasonable alternative, the school administration shall promptly notify the student's  
35 parent or guardian that such a request has been made, including the substantive  
36 nature of the portion of the curriculum or activity for which the student requests a  
37 waiver or alternative.

Grand County School District

Religious Neutrality

38 The Principal, in consultation with the student's teacher, and after consulting  
39 with the student and the student's parents, shall notify the student and the student's  
40 parent or guardian of the Principal's decision. The school may elect one of the  
41 following options:

- 42 1. To waive the participation requirement;
- 43 2. To provide a reasonable alternative to the requirement; or,
- 44 3. To notify the requesting party that the participation is required.

45 If the school determines that participation is required, the school shall ensure  
46 that any limitation on student expression, practice or conduct shall be by the least  
47 restrictive means necessary to satisfy the school's interest in fulfilling curriculum  
48 objectives, or that the limitation satisfies another specifically identified compelling  
49 governmental interest.

50 [Utah Code § 53G-10-205 \(2018\)](#)  
51 [Utah Code § 53G-10-203\(3\) \(2018\)](#)

52 **Expressions of Belief**

53 Expression of personal beliefs by a student participating in school-directed  
54 curricula or activities may not be prohibited or penalized unless the expression  
55 unreasonably interferes with order or discipline, threatens the well-being of persons  
56 or property, or violates concepts of civility or propriety appropriate to the school  
57 setting.

58 [Utah Code § 53G-10-203\(1\) \(2018\)](#)

59 **Expressions of Belief During Discretionary Time**

60 Free expression of voluntary religious practice or freedom of speech by  
61 students during discretionary time, (non-instructional time during which a student is  
62 free to pursue personal interests), shall not be denied unless:

- 63 1. The conduct unreasonably interferes with the ability of school officials to maintain  
64 order and discipline;
- 65 2. Unreasonably endangers persons or property; or,
- 66 3. Violates concepts of civility or propriety appropriate to the school setting.

67 Any limitation under this section on student, expression, practice, or conduct  
68 shall be by the least restrictive means necessary to satisfy the school's interests in  
69 fulfilling curriculum objectives or to satisfy another specifically identified compelling  
70 governmental interest.

71 [Utah Code § 53G-10-203 \(2018\)](#)

Grand County School District

American Heritage

1 **Curriculum:**  
2 ***American Heritage***

3 **American heritage in the curriculum—**

4 Classes, including American History, in which the subject matter is relevant,  
5 shall include thorough study of the:

- 6 1. Declaration of Independence;
- 7 2. United States Constitution;
- 8 3. National Motto;
- 9 4. Pledge of Allegiance;
- 10 5. National Anthem;
- 11 6. Mayflower Compact;
- 12 7. writings, speeches, documents, and proclamations of the Founders and  
13 the Presidents of the United States;
- 14 8. organic documents from the pre-Colonial, Colonial, Revolutionary,  
15 Federalist and post Federalist eras;
- 16 9. United States Supreme Court decisions; and,
- 17 10. Acts of the United States Congress, including the published text of the  
18 Congressional Record; and,
- 19 11. United States treaties.

20 Instruction in American history and government shall include study of forms of  
21 government (such as a republic, a pure democracy, a monarchy, and an oligarchy),  
22 political philosophies (such as socialism, individualism, and free market capitalism),  
23 and the United States' form of government (a compound constitutional republic).

24 [Utah Code § 53G-10-302\(3\) \(2018\)](#)

25 **Civics Graduation Requirement—**

26 Each student must pass a basic civics test as a condition for graduation from  
27 high school unless the student qualifies for an alternate assessment. A “basic civics  
28 test” means a test that includes 50 of the 100 questions on the civics test form used  
29 by the United States Citizenship and Immigration Services. A passing score is at  
30 least 35 out of 50 questions answered correctly. The student may take the test as  
31 many times as needed to pass the test.

32 A student qualifies to take an alternate assessment if the student is within six  
33 months of graduation or if the student has a disability and the alternate assessment  
34 is consistent with the student's IEP.

Grand County School District

American Heritage

35 The alternate assessment shall be given in the same manner as the  
36 examination given to an unnaturalized citizen and according to [8 CFR § 312.2](#).  
37 (However, the District may modify the manner of administration for a student with a  
38 disability in accordance with the student's IEP.)  
39 [Utah Code § 53E-4-205 \(2018\)](#)  
40 [Utah Admin. Rules R277-700-8 \(March 14, 2018\)](#)  
41 [8 CFR § 312.2](#)

#### 42 **Posting American heritage documents—**

43 Schools may post copies of American historical documents or historically  
44 important excerpts from these documents in school classrooms and common areas  
45 as appropriate. If a school decides to post an excerpt from a particular document,  
46 the portions omitted should not be deleted for the purpose of censoring religious or  
47 cultural content.

48 [Utah Code § 53G-10-302\(4\), \(5\) \(2018\)](#)

#### 49 **Display of the National Motto—**

50 The national motto of the United States, which is declared by federal statute  
51 ([36 U.S.C. § 302](#)) to be "In God we Trust," shall be displayed in one or more  
52 prominent places within each school building in the District, as provided for in Utah  
53 Code § 53G-10-302.

54 [Utah Code § 53G-10-302\(6\) \(2018\)](#)

#### 55 **Pledge of Allegiance—**

56 The pledge of allegiance to the flag shall be recited once at the beginning of  
57 each day in each public school classroom in the state and, led by a student in the  
58 classroom, as assigned by the classroom teacher on a rotating basis.

59 Each student shall be informed by posting a notice in a conspicuous place  
60 that the student has the right not to participate in reciting the pledge.

61 A student shall be excused from reciting the pledge upon written request from  
62 the student's parent or legal guardian.

63 At least once a year, students shall be instructed that participation in the  
64 pledge of allegiance is voluntary and not compulsory; and not only is it acceptable  
65 for someone to choose not to participate in the pledge of allegiance for religious or  
66 other reasons, but students should show respect for any student who chooses not to  
67 participate.

68 A public school teacher shall strive to maintain an atmosphere among  
69 students in the classroom that is consistent with the principles described above.

70 [Utah Code § 53G-10-304 \(2018\)](#)

**Grand County School District**

1 **Curriculum:**  
2 ***Sex Education***

3 **Definitions—**

4 The following definitions apply in this policy:

- 5 1. "Curriculum materials review committee (committee)" means a  
6 committee formed at the District or school level, as determined by the  
7 Board of Education, that includes parents, health professionals, school  
8 health educators, and administrators, with at least as many parents as  
9 school employees. The membership of the committee shall be  
10 appointed and reviewed annually by August 1 of each year by the  
11 Board, shall meet on a regular basis as determined by the  
12 membership, shall select its own officers and shall be subject to the  
13 Utah Open and Public Meetings Act.
- 14 2. "Sex education instruction or instructional programs" means any  
15 course material, unit, class, lesson, activity or presentation that, as the  
16 focus of the discussion, provides instruction or information to students  
17 about sexual abstinence, human sexuality, human reproduction,  
18 reproductive anatomy, physiology, pregnancy, marriage, childbirth,  
19 parenthood, contraception, HIV/AIDS or other sexually transmitted  
20 diseases, or refusal skills. While these topics are most likely discussed  
21 in such courses as health education, health occupations, human  
22 biology, physiology, parenting, adult roles, psychology, sociology, child  
23 development, and biology, this rule applies to any course or class in  
24 which these topics are the focus of discussion.
- 25 3. "Refusal skills" means instruction (1) in a student's ability to clearly and  
26 expressly refuse sexual advances (by a minor or by an adult), (2) in a  
27 student's obligation to stop the student's sexual advances if refused by  
28 another individual, (3) informing a student of the student's right to  
29 report and seek counseling for unwanted sexual advances, (4) in  
30 sexual harassment, and (5) informing a student that a student may not  
31 consent to criminally prohibited activities or activities for which the  
32 student is legally prohibited from giving consent, including the  
33 electronic transmission of sexually explicit images by an individual of  
34 the individual or another.
- 35 4. "Maturation education" means instruction and materials used to  
36 provide fifth or sixth grade students with age appropriate, medically  
37 accurate information regarding the physical and emotional changes

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38 associated with puberty, to assist in protecting students from abuse  
39 and to promote hygiene and good health practices.  
40 5. “Medically accurate” means verified or supported by a body of  
41 research conducted in compliance with scientific methods and  
42 published in journals that have received peer review, where  
43 appropriate, and recognized as accurate and objective by professional  
44 organizations and agencies with expertise in the relevant field, such as  
45 the American Medical Association.

46 [Utah Admin. Rules R277-474-2 \(November 7, 2018\)](#)  
47 [Utah Code § 53G-10-402\(1\) \(2019\)](#)  
48 [Utah Code § 53G-10-403 \(2019\)](#)

49 **Sex Education Instruction Requirement—**

50 Subject to parental permission, a student shall receive sex education  
51 instruction on at least two occasions during the period that begins with the beginning  
52 of grade 8 and ends with the end of grade 12.

53 [Utah Code § 53G-10-402\(3\)\(a\) \(2019\)](#)

54 **Parental Notification and Permission Form Required for Participation—**

55 Students may not participate in any sex education instruction or instructional  
56 program unless, prior to the student’s participation, the school has on file for that  
57 student a completed parental notification form relating to that specific instruction or  
58 program which indicates that the student’s parent authorizes the student to  
59 participate. The form shall (1) explain a parent’s right to review proposed curriculum  
60 materials in a timely manner, (2) request the parent’s permission to instruct the  
61 parent’s student in identified course material related to sex education or maturation  
62 education, (3) allow the parent to exempt the parent’s student from attendance from  
63 a class period where the identified sex education or maturation instruction is  
64 presented and discussed, (4) be specific enough to give parents fair notice of topics  
65 to be covered, and (5) include a brief explanation of the topics and materials to be  
66 presented and provide a time, place and contact person for review of the identified  
67 curricular materials. Completed permission forms shall be maintained in the  
68 student’s educational records for a reasonable period of time.

69 [Utah Code § 53G-10-402\(4\)\(a\) \(2019\)](#)  
70 [Utah Code § 53G-10-403 \(2019\)](#)  
71 [Utah Admin. Rules R277-474-2\(8\) \(November 7, 2018\)](#)  
72 [Utah Admin. Rules R277-474-5\(9\) \(November 7, 2018\)](#)

73 If a student is exempted from participation in sex education or maturation  
74 education, the District shall either waive the participation requirement or provide a  
75 reasonable alternative to the requirement.

76 [Utah Admin. Rules R277-474-5\(11\) \(November 7, 2018\)](#)

77 **Health and Sex Education Guidelines—**

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78 All health and sex education shall stress the importance of abstinence from all  
79 sexual activity before marriage and fidelity after marriage as methods of preventing  
80 sexually transmitted diseases. The curriculum and education shall also stress  
81 personal skills that encourage individual choice of abstinence and fidelity in  
82 marriage.

83 At no time may instruction be provided, including responses to spontaneous  
84 questions raised by students, regarding any means or methods that facilitate or  
85 encourage the violation of any state or federal criminal law by a minor or an adult.

86 Nothing in this policy precludes an educator from responding to a  
87 spontaneous question provided that the response is consistent with this policy.

88 [Utah Code § 53G-10-402\(2\)\(b\), \(e\)\(i\) \(2019\)](#)

89 The following may not be taught in District schools:

- 90 1. the intricacies of intercourse, sexual stimulation, or erotic behavior;
- 91 2. the advocacy of premarital or extramarital sexual activity; or
- 92 3. the advocacy or encouragement of the use of contraceptive methods or  
93 devices.

94 [Utah Admin. Rules R277-474-3\(1\) \(November 7, 2018\)](#)

95 [Utah Code § 53G-10-402\(2\)\(b\)\(iii\) \(2019\)](#)

96 The District may, under curriculum adopted in accordance with this policy,  
97 provide instruction which includes information about contraceptive methods or  
98 devices and which stresses effectiveness, limitations, risks, and information on state  
99 law applicable to minors obtaining contraceptive methods or devices.

100 [Utah Code § 53G-10-402\(2\)\(b\)\(iv\) \(2019\)](#)

101 **Sexual Abuse Prevention and Awareness—**

102 Schools in the District may provide instruction to elementary school students  
103 on child sexual abuse and human trafficking prevention and awareness using the  
104 instructional materials approved by the State Board of Education for that purpose.  
105 However, before an individual student may receive this instruction, the student's  
106 parent must be notified in advance of the instruction and the content of the  
107 instruction and of the parent's right to have the student excused from the instruction,  
108 given an opportunity to review the instruction materials, and be allowed to be  
109 present when the instruction is delivered. A parental permission form (as outlined  
110 above) must be received for each student before that student receives the  
111 instruction. Upon the written request of a parent, a student shall be excused from the  
112 instruction.

113 [Utah Code § 53G-9-207\(4\), \(5\) \(2019\)](#)

114 **Instructional Staff Training and In-service—**

**Grand County School District**

115 District staff who have responsibility for some aspect of sex education  
116 instruction in the District may include administrators, teachers, counselors, teacher's  
117 assistants, or coaches, but are not necessarily limited to those categories.

118 In their first year of service or assignment, all newly hired or newly assigned  
119 District staff who have responsibility for any aspect of sex education instruction in  
120 the District will attend a State-sponsored in-service outlining the sex education  
121 curriculum and the criteria for sex education instruction in any courses offered in the  
122 public education system.

123 All District staff who have any responsibility for any aspect of sex education  
124 instruction in the District will attend District training outlining the sex education  
125 curriculum and the criteria for sex education instruction in any courses offered in the  
126 public education system at least once every three (3) years.

127 [Utah Admin. Rules R277-474-3\(4\) \(November 7, 2018\)](#)  
128 [Utah Admin. Rules R277-474-5\(1\), \(2\) \(November 7, 2018\)](#)

129 **Sex Education Curriculum Materials Review Committee—**

130 The Board of Education shall appoint a District Sex Education Curriculum  
131 Materials Review Committee. This committee shall be composed of parents, health  
132 professionals, school health educators, and administrators, with at least as many  
133 parent members as school employee members. The Board shall appoint and review  
134 the membership of the committee by August 1 of each year, making new  
135 appointments as necessary or appropriate.

136 The District Sex Education Curriculum Materials Review Committee shall  
137 meet on a regular basis as determined by the members of the committee, shall  
138 select officers, shall establish procedures for operation, shall designate a chair, and  
139 shall comply with the Utah Open and Public Meetings Act.

140 [Utah Admin. Rules R277-474-2\(1\) \(November 7, 2018\)](#)  
141 [Utah Admin. Rules R277-474-5\(3\), \(4\), \(5\) \(November 7, 2018\)](#)

142 **Review of Guest Presentations Relating to Sex Education—**

143 Before any guest speaker or guest presenter may present any information in  
144 any District course relating to sex education instruction, the speaker and presenter  
145 and the materials to be presented must have been approved by the District Sex  
146 Education Curriculum Materials Review Committee.

147 The committee shall not authorize the use of any sex education instructional  
148 program which has not been previously approved for use in the District as set forth  
149 below regarding curriculum approval.

150 [Utah Admin. Rules R277-474-5\(5\)\(c\), \(6\) \(November 7, 2018\)](#)

151 **Adoption of District Sex Education Instructional Materials—**

152 [If the board of education adopts policy ECH without specifying the adoption  
153 of Option A or Option B, Option B will apply as the board's adopted policy.]

**Grand County School District**

154 *[Option A]* The Board of Education hereby adopts for use in the schools of the  
155 District the sex education instructional materials recommended by the State Board of  
156 Education. All sex education instruction in the District shall make use of those  
157 instructional materials.

158 [Utah Code § 53G-10-402\(2\)\(g\) \(2019\)](#)  
159 [Utah Admin. Rules R277-474-4\(4\) \(November 7, 2018\)](#)

160 *[Option B]* The Board of Education shall determine what sex education  
161 instructional materials will be used in the District. The Board shall request that the  
162 District Sex Education Curriculum Materials Review Committee provide  
163 recommendations regarding the sex education instructional materials to be used in  
164 the District. Such recommended materials must be medically accurate and must be  
165 consistent with the Health and Sex Education Guidelines set forth above. Following  
166 recommendations from the Review Committee, the Board shall consider whether to  
167 adopt recommended materials at a public meeting which includes a public hearing  
168 on the issue. The proposed materials shall have been made available for review by  
169 residents of the District a reasonable time in advance of the meeting. If a majority of  
170 the Board members present vote to adopt the recommended materials, then the  
171 materials may be used in the District.

172 Following adoption of sex education instruction materials which have not  
173 previously been approved by the State Instructional Materials Commission, the  
174 Board shall report such adoption to the State Board of Education. That report shall  
175 provide a copy of the materials, documentation of the adoption of the materials at  
176 the Board meeting, documentation that the materials are medically accurate,  
177 documentation of the committee recommendations, and the Board's rationale for  
178 adopting the materials.

179 The Board of Education shall annually review the decision to adopt the sex  
180 education instructional materials used in the District and shall consider whether to  
181 continue use of those materials. The Board's review shall include data for each  
182 county that the District is located in regarding teen pregnancy, child sexual abuse,  
183 and sexually transmitted diseases and infections, and also shall include data on the  
184 number of pornography complaints or other instances reported within the District.

185 [Utah Code § 53G-10-402\(2\)\(g\)\(ii\) \(h\), \(8\) \(2019\)](#)  
186 [Utah Admin. Rules R277-474-6 \(November 7, 2018\)](#)

187 **Monitoring of Sex Education Instruction—**

188 Each school in the District shall log and track all parental or community  
189 complaints and comments resulting from student participation in sex education  
190 instruction in the school, including disposition of any complaints made. This  
191 information shall be provided to District administration on a monthly basis during the  
192 school year.

193 District administration shall compile and maintain records of parental or  
194 community complaints and comments resulting from student participation in sex

Grand County School District

Alternative Language Program

1 **Special Programs:**  
2 ***Alternative Language Program***

3 **Definitions—**

4 “Alternative language services program” or “ALS program” means a research-  
5 based language acquisition instructional service model used to achieve English  
6 proficiency and academic progress of identified students.

7 “Alternative language services” or “ALS” means language services designed  
8 to meet the education needs of all language minority students so that students are  
9 able to participate effectively in the regular instruction program.

10 “Annual measurable achievement objectives” or “AMAOs” means English  
11 Language Proficiency Performance Targets established by the Superintendent  
12 consistent with Title III requirements for public school students who are receiving  
13 language acquisition services in the state of Utah.

14 “English Language Learner/Limited English Proficient” or “ELL/LEP” means  
15 an individual:

16 (a) who has sufficient difficulty speaking, reading, writing, or understanding  
17 the English language, and whose difficulties may deny the individual the  
18 opportunity to:

19 (1) learn successfully in classrooms where the language of instruction is  
20 English; or

21 (2) participate fully in society;

22 (b) who was not born in the United States or whose native language is a  
23 language other than English and who comes from an environment where  
24 a language other than English is dominant; or

25 (c) who is an American Indian or Alaskan native or who is a native resident of  
26 the outlying areas and comes from an environment where a language  
27 other than English has had a significant impact on such individual's level  
28 of English language proficiency.

29 “Language acquisition instructional program” means an instructional program for  
30 students for the purpose of developing and attaining English proficiency, while  
31 meeting state academic content and achievement standards.

32 [Utah Admin. Rules R277-716-2 \(April 7, 2016\)](#)

33 **Services for Students with Limited English Proficiency—**

34 As required by State Board of Education regulations and federal Title III, the  
35 District shall provide alternative language services for students who are ELL/LEP.

36 [Utah Admin. Rules R277-716-4 \(April 7, 2016\)](#)

Grand County School District

Alternative Language Program

37 **Alternative Language Services Program—**

38 The District shall establish a written alternative language services plan that:

- 39 1) includes an ELL/LEP student find process, including a home language survey  
40 and a language proficiency for program placement, that is implemented with  
41 student registration;
- 42 2) uses a valid and reliable assessment of an ELL/LEP student's English  
43 proficiency in listening, speaking, reading, writing, and comprehension;
- 44 3) provides language acquisition instructional services based on State Board  
45 approved Utah English Language Proficiency Standards;
- 46 4) establishes student exit criteria from ALS programs or services; and
- 47 5) includes the ELL/LEP student count, by classification, prior to July 1 of each  
48 year.

49 [Utah Admin. Rules R277-716-4\(1\) \(April 7, 2016\)](#)

50 **Language Acquisition Instructional Services—**

51 The District and each school shall:

- 52 1) determine what type of Title III ALS services are available and appropriate for  
53 each student identified in need of ALS services, including:
- 54 a. dual immersion;
- 55 b. ESL content-based; and
- 56 c. sheltered instruction;
- 57 2) implement an approved language acquisition instructional program designed  
58 to achieve English proficiency and academic progress of an identified student;
- 59 3) ensure that all identified ELL/LEP students receive English language  
60 instructional services, consistent with the Utah English Language Proficiency  
61 Standards;
- 62 4) provide adequate staff development to assist an ELL/LEP teacher and staff in  
63 meeting AMAOs; and
- 64 5) provide necessary staff with:
- 65 a. curricular materials approved under applicable State Board  
66 regulations; and
- 67 b. facilities for adequate and effective training.

68 [Utah Admin. Rules R277-716-4 \(April 7, 2016\)](#)

69 **Alternative Language Program Improvement—**

Grand County School District Alternative Language Program

70 If the District or a school in the District does not meet AMAOs, the District  
71 shall develop and implement plans to satisfy AMAOs. The District shall also use  
72 evaluations of student achievement and services to assess the program's success  
73 or failure and shall modify a program or services that are not effective in meeting the  
74 AMAOs.

75 [Utah Admin. Rules R277-716-4\(2\) \(April 7, 2016\)](#)

76 **Communication with Parents and Community—**

77 Each school in the District shall provide interpretation and translation services  
78 as needed for parents at registration, IEP meetings, SEOP meetings, parent-teacher  
79 conferences, and student disciplinary meetings.

80 [Utah Admin. Rules R277-716-4\(7\)\(c\) \(April 7, 2016\)](#)

81 The District shall provide the following notices in connection with its  
82 alternative language program:

- 83 1) The District shall notify parents who are not proficient in English regarding the  
84 District's responsibility
  - 85 a. to identify ELL/LEP students;
  - 86 b. to assess students' English proficiency;
  - 87 c. to provide English language acquisition instruction to ELL/LEP students  
88 whose level of English proficiency warrants such services; and
  - 89 d. to provide interpretation and translation services for parents at registration,  
90 IEP meetings, SEOP meetings, parent-teacher conferences and student  
91 disciplinary meetings.
- 92 2) The District shall provide an annual notice to the parent(s) of each student who is  
93 placed into the District's English language acquisition program which includes
  - 94 a. the student's level of English proficiency;
  - 95 b. how that level was assessed;
  - 96 c. the status of the student's academic achievement;
  - 97 d. the methods of instruction proposed to increase language acquisition,  
98 including using both the student's native language and English if necessary;
  - 99 e. specifics regarding how the methods of instruction will help the child learn  
100 English and meet age-appropriate academic achievement standards for  
101 grade promotion and graduation; and
  - 102 f. the specific exit requirements for the program, including:
    - 103 i) the student's expected rate of transition from the program into a classroom  
104 that is not tailored for an LEP student; and
    - 105 ii) the student's expected high school graduation date if funds appropriated  
106 consistent with this rule are used for a secondary school student.

Grand County School District

Alternative Language Program

107 3) In the event that the annual State Title III Accountability Report from the State  
108 Board of Education states that the District has failed to meet the levels of  
109 progress required by the State Board of Education, the District shall within 30  
110 days of receipt of the report notify parent(s) of ELL/LEP students of that finding.

111 [Utah Admin. Rules R277-716-4\(7\), \(8\), \(9\) \(April 7, 2016\)](#)

112 **Consortium for Alternative Language Services—**

113 If the District generates less than \$10,000 from its ELL/LEP student count, it  
114 may form a consortium with other educational entities to deliver alternative language  
115 services as provided for by State Board of Education rule.

116 [Utah Admin. Rules R277-716-6 \(April 7, 2016\)](#)

Grand County School District

Dropout Prevention and Recovery

1 **Special Programs:**  
2 ***Dropout Prevention and Recovery***

3 **At-Risk Coordinator—**

4 The District shall designate one or more at-risk coordinators to collect and  
5 disseminate data regarding dropouts in the District and to coordinate the District's  
6 program for students who are at high risk of dropping out of school.

7 **Identification of “Designated students”—**

8 The District shall identify all students: who have withdrawn from school before  
9 earning a diploma, and who have been dropped from average daily membership,  
10 and whose graduating class (when entering grade 9) have not yet graduated. The  
11 District shall further identify students who are at risk of meeting these criteria.

12 [Utah Code § 53G-9-802 \(2018\)](#)

13 [Utah Code § 53G-9-801\(3\) \(2018\)](#)

14 **Dropout Reduction Plan—**

15 The District shall provide dropout prevention and recovery services to  
16 designated students, including:

- 17 1. Engaging with or attempting to engage with designated students;  
18 2. Consulting with designated students and develop a learning plan to  
19 identify:  
20 a. Barriers to regular school attendance;  
21 b. An attainment goal through enrollment in education programs; and  
22 c. Means for achieving the attainment goal through enrollment in one or  
23 more of the programs described below in Flexible Enrollment Options.  
24 3. Monitoring a designated student's progress toward reaching the  
25 designated student's attainment goal; and  
26 4. Providing tiered interventions for a designated student who is not making  
27 progress toward reaching the student's attainment goal.

28 The District shall provide dropout prevention and recovery services throughout the  
29 calendar year to students who become designated students while enrolled within the  
30 District. The District shall provide dropout prevention and recovery services to  
31 students who reside within the District who were enrolled in a charter school that  
32 does not include grade 12 and become designated in the summer after the student  
33 completes academic instruction at the charter school through the maximum grade  
34 level at the charter school.

35 [Utah Code § 53G-9-802\(1\)\(a\)-\(c\) \(2018\)](#)

Grand County School District  
**Flexible Enrollment Options—**

Dropout Prevention and Recovery

36

37

38

39

The District shall provide flexible enrollment options for a designated student that are tailored to the designated student's learning plan and include two or more of the following:

40

1. Enrollment in a traditional program in a school within the District;

41

2. Enrollment in the District in a nontraditional program;

42

3. Enrollment in a program offered by a private provider that has entered into a contract with the District to provide educational services; or

43

44

4. Enrollment in a program offered by another local educational agency.

45

[Utah Code § 53G-10-802\(2\)\(a\) \(2018\)](#)

46

**Designated Student Enrollment Options—**

47

A designated student may enroll in:

48

1. A program offered by the District;

49

2. The Statewide Online Education Program.

50

The District shall make its best effort to accommodate a designated student's choice of enrollment.

51

52

[Utah Code § 53G-9-802\(2\)\(b\) \(2018\)](#)

53

**Third-Party Dropout Prevention and Recovery Services—**

54

Beginning with the 2017-18 school year (unless a District is in its first three years), a District shall enter into a contract with a third party to provide dropout prevention and recovery services for any school year in which the District meets the following criteria:

55

56

57

58

1. The District's graduation rate is lower than the statewide graduation rate;  
and

59

60

2. The District's graduation rate has not increased by at least 1% on average over the previous three school years, or during the previous calendar year, at least 10% of the District's designated students have not reached the students' attainment goals or made a year's worth of progress toward the students' attainment goals.

61

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65

If a District is required to enter into a third party contract to provide dropout prevention and recovery services, the District shall ensure that:

66

67

1. The third party has a demonstrated record of effectiveness engaging with and recovering designated students;

68

Grand County School District Dropout Prevention and Recovery

- 69 2. The contract with the third party requires the third party provide the  
70 services described the Dropout Reduction Plan and regularly report  
71 progress to the District.

72 [Utah Code § 53G-9-802\(3\)-\(5\) \(2018\)](#)

73 **Annual Reporting—**

74 The District shall annually submit a report to the State Board of Education on  
75 dropout prevention and recovery services, including:

- 76 1. The methods the District or third party uses to engage with or attempt to  
77 recover designated students under the Dropout Reduction Plan;
- 78 2. The number of designated students who enroll in a program described in  
79 the Flexible Enrollment Options as a result of the District's efforts to  
80 engage with or attempting to recover a designated student;
- 81 3. The number of designated students who reach the designated students'  
82 attainment goals; and
- 83 4. Funding allocated to provide dropout prevention and recovery services.

84 [Utah Code § 53G-9-802\(6\) \(2018\)](#)

85 **“Attainment Goals” Defined—**

86 Attainment Goal means:

- 87 1. A high school diploma;
- 88 2. Utah High School Completion Diploma, as defined in State Board of  
89 Education rule;
- 90 3. An Adult Education Secondary Diploma, as defined in State Board of  
91 Education rule; or
- 92 4. An employer-recognized, industry-based certificate that is likely to result in  
93 job placement and is included in the State Board of Education's approved  
94 career and technical education industry certification list.

95 [Utah Code § 53G-9-801\(1\) \(2018\)](#)

96

1 **Special Programs:**  
2 ***Education of Youth in Custody***

3 **Contracts with the State to provide education for youth in custody—**

4         The District may contract with the State Board of Education to provide for  
5 education of persons who are either 21 years or younger or are students with  
6 disabilities entitled to a free, appropriate public education and who are receiving  
7 services from the Department of Human Services or an agency of a Native American  
8 tribe or who are being held in a juvenile detention center. The responsibilities of the  
9 District, the State Board of Education, and other local service providers regarding  
10 serving youth in custody in the District shall be established by the contract. The  
11 District may subcontract with local non-district educational service providers for the  
12 provision of educational services.

13         [Utah Code § 53E-3-503\(2\), \(4\) \(2018\)](#)  
14         *Utah Admin. Rules R277-709-4(1) (April 9, 2018)*

15 **Youth in custody SEOP/Plan for College and Career Readiness—**

16         Each student who is a youth in custody shall have a written SEOP/plan for  
17 college and career readiness defining the student's academic achievement, which  
18 shall specify known in-school and extra-school factors which may affect the  
19 student's school performance. This plan shall be annually reviewed by the student,  
20 the student's parent or guardian, and school staff.

21         *Utah Admin. Rules R277-709-3(1), (2) (April 9, 2018)*

22 **Evaluation of youth in custody—**

23         When a student enters a District youth in custody program, the District shall  
24 obtain the student's evaluation records and, if those records are not current, conduct  
25 the evaluation as quickly as possible to avoid unnecessary delay in developing a  
26 student's education program. The District has the responsibility for conducting IDEA  
27 child find activities for students in a District youth in custody program.

28         *Utah Admin. Rules R277-709-3(3), (4) (April 9, 2018)*

29 **Education programs for youth in custody—**

30         An SEOP/plan for college and career readiness and, as appropriate, an  
31 Individualized Education Plan (IEP) shall be developed for youth in custody students  
32 based upon the results of the student's evaluation. This plan shall be developed in  
33 cooperation with appropriate representatives of other service agencies working with  
34 the student, shall specify the responsibilities of each agency towards the student and  
35 shall be signed by the representatives of each agency. The plan shall be reviewed

Grand County School District Education of Youth in Custody  
36 and updated at least once each year or immediately following the student's transfer  
37 from one program to another, whichever is sooner.

38 *Utah Admin. Rules R277-709-3(5) (April 9, 2018)*

39 The District shall provide the student with an education program which  
40 conforms as closely as possible to the student's education plan. Educational  
41 services shall be provided in the least restrictive environment appropriate for the  
42 student's behavior and educational performance. Youth in custody who do not  
43 require special services beyond those which would be available to them were they  
44 not in custody shall be considered part of the District's regular enrollment and  
45 treated accordingly.

46 Youth in custody shall not be assigned to or remain in restrictive or non-  
47 mainstream programs simply because of their custodial status, their past behavior,  
48 or the inappropriate behavior of other students.

49 Educational services shall be sufficiently coordinated with non-custody  
50 programs to enable youth in custody to continue their education with minimal  
51 disruption following discharge from custody.

52 *Utah Admin. Rules R277-709-3(7), (9), (12) (2018)*

### 53 **Enrollment and transfers of youth in custody—**

54 Youth in custody receiving educational services by or through the District are  
55 students of the District. The District may not establish the District as a student's  
56 alternative district of residency under Policy FBA primarily for the student to receive  
57 services in a state-funded youth in custody program.

58 *Utah Admin. Rules R277-709-4(5), (6) (April 9, 2018)*

59 Youth in custody shall be admitted to classes within five school days following  
60 arrival at a new residential placement. If the student's evaluation and education plan  
61 development cannot be completed within five school days, the student shall be  
62 enrolled temporarily based upon the best information available. The student's  
63 temporary schedule may be modified to meet the student's needs after the  
64 evaluation and planning process are complete.

65 *Utah Admin. Rules R277-709-3(13) (April 9, 2018)*

66 When a youth in custody student is released from custody or transferred to  
67 another program, the sending program shall bring all available school records up to  
68 date and forward them to the receiving program consistent with Policy FBA and [Utah](#)  
69 [Code § 53G-6-604](#).

70 *Utah Admin. Rules R277-709-3(14) (April 9, 2018)*

### 71 **Records of youth in custody students—**

72 All information maintained regarding a youth in custody student, regardless of  
73 the source of the information, is an educational record for purposes of the Family

Grand County School District Education of Youth in Custody  
74 Educational Rights and Privacy Act and are considered confidential student records.  
75 (See Policy FE.) School records which refer to custodial status, juvenile court  
76 records, and related matters shall be kept separate from permanent school records,  
77 but are nonetheless educational records if retained by the school or District.  
78 Members of the interagency team which design and oversee the student's education  
79 plan shall have access, through team member representatives of the participating  
80 agencies, to relevant records of the various agencies. However, the records and  
81 information obtained from those records remain the property of the supplying agency  
82 and shall not be transferred or shared with other persons or agencies without the  
83 permission of the supplying agency.

84 *Utah Admin. Rules R277-709-10 (April 9, 2018)*

85 **Credit, transcripts, and diplomas for youth in custody students—**

86 Credit earned in accredited youth in custody programs shall be accepted at  
87 face value by the District.

88 *Utah Admin. Rules R277-709-3(11) (April 9, 2018)*

89 Transcripts and diplomas prepared for youth in custody students shall be  
90 issued in the name of the District or a school in the District which also serves non-  
91 custodial youth and shall not refer in any way to custodial status of the student.

92 *Utah Admin. Rules R277-709-10(1) (April 9, 2018)*

93 **Interagency advisory council—**

94 If the District has contracted to provide services for youth in custody, the  
95 District shall establish a local interagency advisory council to advise member  
96 agencies concerning coordination of youth in custody programs. This council shall  
97 include:

- 98 1. A representative of the Division of Child and Family Services;
- 99 2. A representative of the Division of Juvenile Justice Services;
- 100 3. Directors of agencies located in the District such as detention centers,  
101 secure lockup facilities, observation and assessment units, and the  
102 Utah State Hospital;
- 103 4. A representative of community-based alternative programs for  
104 custodial juveniles; and
- 105 5. A representative of the District.

106 The council shall adopt bylaws for its operation and shall meet at least  
107 quarterly.

108 [Utah Code § 53E-3-503\(7\) \(2018\)](#)

109 *Utah Admin. Rules R277-709-12 (April 9, 2018)*

Grand County School District

1 **Special Programs:**  
2 ***Gifted and Talented Students***

3 **Placement and Education of Gifted and Talented Students—**

4 As required by the State Board of Education, the District shall provide for the  
5 education of gifted and talented students as follows:

- 6       1) The District shall use assessments as directed by the State Board of  
7       Education to identify students who are considered gifted or talented under  
8       the criteria established by the State Board of Education.  
9       2) The District shall establish a process for appropriately placing students  
10      identified as gifted or talented.  
11      3) The District shall develop a plan for educating gifted and talented students  
12      which contains the elements required by the State Board of Education.  
13      This plan shall be submitted annually to the State Board of Education for  
14      review.

Grand County School District

Special Education

1 **Special Programs:**  
2 ***Special Education***

3 **Provision of Special Education—**

4 Eligible students with disabilities shall enjoy the right to a free appropriate  
5 public education, which may include instruction in the regular classroom, instruction  
6 through special teaching, or instruction through approved contracts. The District  
7 shall be responsible for providing educational and related services to eligible  
8 students in the least restrictive environment. Students with disabilities shall have the  
9 opportunity to participate in educational programs and activities with students  
10 without disabilities. To be eligible for special education services a student must have  
11 been determined to have one or more of the disabilities listed in federal regulations  
12 or in state law.

13 [Utah Code § 53E-7-202\(1\) \(2018\)](#)

14 **Definition of Students With Disabilities—**

15 “Students with disabilities” means students between the ages of 3 and 22,  
16 inclusive, with educational disabilities as established by federal and state regulations  
17 (orthopedic impairment or other physical impairment, hearing impaired, visually  
18 impaired, intellectually disabled, emotionally disturbed, specific learning disabled,  
19 speech/language disabled, developmentally delayed, autistic, or multiply disabled).

20 **Students Turning 22 During School Session—**

21 When a student with a disability turns 22 years old during the school year,  
22 and the student has not graduated from high school with a regular diploma, the  
23 student’s entitlement to services is extended to the end of the school year.

24 [Utah Code § 53E-7-202\(1\)\(b\) \(2018\)](#)

25 **Child Identification—**

26 The District shall maintain a system for identifying children with disabilities  
27 who are in need of special education that includes a system of public awareness to  
28 inform the public annually of educational opportunities available to those with  
29 disabilities.

30 **Parental Participation In Special Education Committee—**

31 The District shall maintain documentation to indicate the extent of parent  
32 participation in the student’s Individual Education Plan (“IEP”) development and  
33 parent agreement or disagreement with the IEP.

Grand County School District Special Education

34 If the parent is unavailable or refuses to cooperate in an IEP meeting, the  
35 District may proceed in its responsibilities for the student's education after the  
36 avenues in federal regulations have been exhausted. Efforts to contact or include  
37 the parent shall be documented. If the parent refuses to consent to initiation of  
38 formal evaluation procedures or initial special education placement, the District may  
39 pursue the courses of action available in state and federal statutes and regulations.

#### 40 **Surrogate Parents—**

41 The District shall determine when surrogate parents are to be assigned and  
42 provide for their assignment in accordance with the criteria in federal regulations.

#### 43 **Parental Notice—**

44 Whenever, under federal rules, written notice to parents within a reasonable  
45 time is required, "reasonable time" shall be defined as at least five school days  
46 unless otherwise established by federal or state law. The parent may agree to waive  
47 the five-school-day notice period.

#### 48 **Individual Education Plan ("IEP")—**

49 The IEP developed for each student shall include all the elements required by  
50 state and federal regulations and shall be completed and in place in the time  
51 required by federal and state law and regulations. Signatures of the participants  
52 present and an indication of agreement or disagreement with the decisions of the  
53 committee shall be a part of the IEP.

#### 54 **Least Restrictive Environment—**

55 To the greatest extent appropriate for the individual student, students with  
56 disabilities shall:

- 57 1. Remain in the regular education program with special education support  
58 services, supplementary aides, or other special arrangements, if needed.
- 59 2. Be educated to the maximum extent appropriate with students who do not have  
60 disabilities.
- 61 3. Be provided opportunities to participate in school activities on the same basis as  
62 students without disabilities.
- 63 4. Be offered an opportunity for interaction with students without disabilities on a  
64 regular basis.

#### 65 **Instructional Day—**

66 An instructional day commensurate with that of students without disabilities  
67 shall be available to students with disabilities.

Grand County School District

Special Education

68 **Utah School For The Blind And School For The Deaf—**

69 Prior to consideration of the student's educational placement for special  
70 education services, the District shall inform each parent of a visually or auditorily  
71 handicapped student that a representative from the Utah School for the Deaf or Utah  
72 School for the Blind can assist in developing the student's IEP and make  
73 recommendations for placement.

74 **Students in Utah State Department of Social Service Facilities—**

75 If a Utah Department of Social Services approved residential care and  
76 treatment facility that does not have an education program is located within the  
77 District's boundaries, the District may contract to provide special education to eligible  
78 students with disabilities residing in the facility.

79 **Planning and Evaluation—**

80 The District's efforts to continuously improve its programs and services in  
81 accordance with accreditation requirements shall include elements of special  
82 education. The District shall evaluate the effectiveness of its special education  
83 program as part of the evaluation information maintained by the District and reported  
84 to the public.

Grand County School District

1 **Special Programs:**  
2 ***Health Care Occupation Programs***

3 **Notice of clinical experience component—**

4           Prior to a student registering in any health care occupation program offered  
5 by or through District schools which includes a clinical experience segment, the  
6 student's parent or legal guardian shall be given written notice that the program  
7 includes a clinical experience segment in which the student will observe and perform  
8 specific health care procedures which may include personal care, patient bathing,  
9 and bathroom assistance. A similar notice shall also be provided to the student's  
10 parent or legal guardian before the student participates in the clinical experience  
11 segment.

12 [Utah Code § 53E-3-507\(5\) \(2018\)](#)

13 **Written Consent to Student Participation in Clinical Experience—**

14           Prior to a student's registering in or participating in a health care occupation  
15 program which includes a clinical experience segment, the student's parent or legal  
16 guardian must have provided specific written consent to the student's registration  
17 and participation in the clinical experience. This written consent shall specifically  
18 state that the student will observe and perform specific health care procedures which  
19 may include personal care, patient bathing, and bathroom assistance.

20 [Utah Code § 53E-3-507\(5\) \(2018\)](#)

**Grand County School District**

1 **Special Programs:**  
2 ***Higher Education Savings Options***

3           During kindergarten enrollment, each elementary school shall provide the  
4 parents of a kindergarten student with  
5                   information about higher education savings options, including  
6                   information about opening a Utah Educational Savings Plan account.  
7                   [Utah Code § 53G-10-305 \(2019\)](#)  
8

Grand County School District

Copyrighted Material

1 **Instructional Resources:**  
2 ***Copyrighted Material***

3 **Copyrights to Be Honored—**

4 Employees of the District shall comply with the provisions of the United States  
5 copyright law. Under that law, subject to certain specific exceptions, as stated  
6 below, the owner of a copyright has the exclusive rights to reproduce, distribute,  
7 perform, or display the copyrighted work, or to authorize such reproduction,  
8 distribution, performance, or display by others. Unless the use is permitted under  
9 the guidelines in this policy, District employees shall not copy or make use of  
10 copyrighted material without first obtaining the appropriate permissions from the  
11 copyright holder.

12 **Fair Use Exception—**

13 An exception to the exclusive rights enjoyed by copyright owners is the  
14 doctrine of educational fair use. Under this exception, the fair use of a copyrighted  
15 work for purposes of teaching, scholarship, or research is not an infringement of  
16 copyright. In determining whether the fair use exception applies, the following  
17 factors are considered:

- 18 1. The purpose and character of the use, including whether the use is of a  
19 commercial nature or for non-profit educational purposes.
- 20 2. The nature of the copyrighted work.
- 21 3. The amount and importance of the portion used in relation to the copyrighted  
22 work as a whole.
- 23 4. The effect of the use upon the potential market for or value of the copyrighted  
24 work.

25 [17 U.S.C. § 107](#)

26 District employees should use caution before making use of copyrighted  
27 material based only on application of these fair use factors, and should consult with  
28 District administration and/or District legal counsel before making such uses.

29 **Performances and Displays—**

30 A further exception shall be performance or display of a work by instructors or  
31 students in the course of face-to-face teaching activities in a classroom or other  
32 similar place devoted to instruction.

33 **Fair Use Guidelines—**

Grand County School District

Copyrighted Material

34 Employees who wish to use copyrighted print material, broadcast recordings,  
35 or music shall follow the fair use guidelines as set forth in this policy, which establish  
36 uses which will be considered fair use and are permitted. These guidelines establish  
37 a minimum guaranteed fair use, not a maximum. Any use that falls within those  
38 guidelines is a fair use; any use which exceeds these guidelines shall be judged by  
39 the four factors stated above and may be subject to challenge. Therefore, any uses  
40 beyond these guidelines should first be approved by District administration and/or  
41 legal counsel.

42 **Prohibitions—**

43 Notwithstanding the fair use guidelines, the following shall be prohibited:

- 44 1. Copying of print materials and sheet music to create or replace or substitute for  
45 anthologies, compilations, or collective works. This prohibition against  
46 replacement or substitution applies whether copies of various works or excerpts  
47 are accumulated or reproduced and used separately.
- 48 2. Copying of or from works intended to be “consumable” in the course of study or  
49 teaching. These works include workbooks, exercises, standardized tests, test  
50 booklets, answer sheets, and like consumable material.
- 51 3. Copying shall not substitute for the purchase of books, publishers’ reprints, or  
52 periodicals; be directed by higher authority; or be repeated with respect to the  
53 same item by the same teacher from term to term.
- 54 4. Students may not be charged any amount for copying which exceeds the actual  
55 cost of copying.

56 *Agreement on Guidelines for Classroom Copying in Not-For-Profit*  
57 *Educational Institutions With Respect to Books and Periodicals*

58 **Broadcast Programs Fair Use Guidelines—**

59 Broadcast programs, including commercial and public television and radio,  
60 shall not be videotaped or tape recorded for reuse without permission, except within  
61 the following guidelines:

- 62 1. A broadcast program may be recorded off-air simultaneously with broadcast  
63 transmission (including simultaneous cable retransmission) and retained by a  
64 District school for a period not to exceed the first 45 consecutive calendar days  
65 after the date of recording. At the end of that retention period, off-air recordings  
66 shall be erased or destroyed.
- 67 2. Off-air recordings may be used once by individual teachers in the course of  
68 relevant teaching activities and repeated once only when instructional  
69 reinforcement is necessary during the first ten consecutive school days within the  
70 45-calendar-day retention period. (“School days” are actual days of instruction,

Grand County School District

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- 71 excluding examination periods.) The showing may be in classrooms within one  
72 building, cluster, or campus.
- 73 3. Off-air recordings shall be made at the request of and used by individual  
74 teachers and shall not be regularly recorded in anticipation of requests. No  
75 broadcast program shall be recorded off-air more than once at the request of the  
76 same teacher, regardless of the number of times the program is broadcast.
- 77 4. A limited number of copies may be reproduced from each off-air recording to  
78 meet the legitimate needs of teachers under these guidelines. (For example,  
79 when several teachers request recordings of the same program.) Each such  
80 additional copy shall be subject to all provisions governing the original recording.  
81 All copies of off-air recordings shall include the copyright notice on the broadcast  
82 program as recorded.
- 83 5. After the first ten consecutive school days, off-air recordings may be used up to  
84 the end of the 45-calendar-day retention period only to determine whether or not  
85 to purchase and include the program in the teaching curriculum and shall not be  
86 used in the District for student exhibition or any other non-evaluative purpose  
87 without authorization.
- 88 6. Off-air recordings need not be used in their entirety, but the recorded programs  
89 shall not be altered from their original content. Off-air recordings shall not be  
90 physically or electronically combined or merged to constitute teaching  
91 anthologies or compilations.

92 *Guidelines for Off-air Recording of Broadcast Programming for Educational*  
93 *Purposes (House Report H.R. 97-495, p. 8-9)*

94 Some media providers (such as PBS or other entities) may have negotiated  
95 permissions allowing for educational use beyond these basic guidelines. With a  
96 written confirmation of such negotiated permissions, broadcast programs may be  
97 recorded and used in conformance with the extended permissions.

98 **Print Media Fair Use Guidelines—**

99 Copyrighted print media may be used for instructional purposes as follows:

- 100 1. Single Copying for Teachers
- 101 a. A single copy may be made of any of the following by or for a teacher at his or  
102 her individual request for his or her scholarly research or use in teaching or  
103 preparation to teach a class:
- 104 i. A chapter from a book.
- 105 ii. An article from a periodical or newspaper.
- 106 iii. A short story, short essay, or short poem, whether or not from a collective  
107 work.

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- 108           iv. A chart, graph, diagram, drawing, cartoon, or picture from a book,  
109           periodical, or newspaper.
- 110   2. Multiple Copies for Classroom Use
- 111       a. Multiple copies (not to exceed in any event more than one copy per student in  
112       a course) may be made by or for the teacher giving the course for classroom  
113       use or discussion, provided that:
- 114           i. The copying meets the tests of brevity and spontaneity as those are  
115           defined below; and
- 116           ii. The copying meets the cumulative effect test as that is defined below; and
- 117           iii. Each copy includes a notice of copyright.
- 118       b. Brevity. The test of brevity can be met as follows:
- 119           i. Poetry:
- 120               (1) A complete poem if less than 250 words and if printed on not more  
121               than two pages; or,
- 122               (2) from a longer poem, an excerpt of not more than 250 words.
- 123               (3) These limits may be extended to permit the completion of an  
124               unfinished line of a poem.
- 125           ii. Prose (unless the work is a “Special” work as set out below):
- 126               (1) Either a complete article, story, or essay of less than 2,500 words; or,
- 127               (2) an excerpt from any prose work of not more than 1,000 words or 10%  
128               of the work, whichever is less, but in any event a minimum of 500  
129               words.
- 130               (3) These limits may be extended to permit the completion of an  
131               unfinished paragraph of prose.
- 132           iii. Illustration:
- 133               (1) One chart, graph, diagram, drawing, cartoon, or picture per book or per  
134               periodical issue.
- 135           iv. “Special” works:
- 136               (1) Certain works in poetry, prose, or in “poetic prose” which often  
137               combine language with illustrations and which are intended sometimes  
138               for children and at other times for a more general audience fall short of  
139               2,500 words in their entirety. Despite the prose brevity guideline in  
140               paragraph “ii” above, such “special works” may not be reproduced in  
141               their entirety; however, an excerpt comprising not more than two of the

Grand County School District

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142 published pages of such special work and containing not more than  
143 10% of the words found in the text thereof, may be reproduced.

144 b) Spontaneity. The test of spontaneity can be met as follows:

145 i) The copying is at the instance and inspiration of the individual teacher,  
146 and,

147 ii) The inspiration and decision to use the work and the moment of its use for  
148 maximum teaching effectiveness are so close in time that it would be  
149 unreasonable to expect a timely reply to a request for permission.

150 c) Cumulative Effect. The test of cumulative effect can be met as follows:

151 i) The copying of the material is for only one course in the school in which  
152 the copies are made.

153 ii) Not more than one short poem, article, story, essay, or two excerpts may  
154 be copied from the same author, nor more than three from the same  
155 collective work or periodical volume during one class term.

156 iii) There shall not be more than nine instances of such multiple copying for  
157 one course during one class term.

158 iv) The limitations stated in "ii" and "iii" above shall not apply to current news  
159 periodicals and newspapers and current news sections of other  
160 periodicals.

161 *Agreement on Guidelines for Classroom Copying in Not-For-Profit*  
162 *Educational Institutions With Respect to Books and Periodicals*

### 163 **Music Fair Use Guidelines:**

164 Copyrighted music may be used for instructional purposes as follows:

165 1. Emergency copying to replace purchased copies which for any reason are not  
166 available for an imminent performance provided purchased replacement copies  
167 shall be substituted in due course.

168 2. For academic purposes other than performance, single or multiple copies of  
169 excerpts of works may be made, provided that the excerpts do not comprise a  
170 part of the whole which would constitute a performable unit such as a section,  
171 movement, or aria, but in no case more than 10% of the whole work. The  
172 number of copies shall not exceed one copy per student.

173 3. Printed copies which have been purchased may be edited or simplified provided  
174 that the fundamental character of the work is not distorted or the lyrics, if any,  
175 altered or lyrics added if none exist.

Grand County School District

Copyrighted Material

- 176 4. A single copy of recordings of performances by students may be made for  
177 evaluation or rehearsal purposes and may be retained by the educational  
178 institution or individual teacher.
- 179 5. A single copy of a sound recording (such as a tape, disc or cassette) of  
180 copyrighted music may be made from sound recordings owned by an educational  
181 institution or an individual teacher for the purpose of constructing aural exercises  
182 or examinations and may be retained by the educational institution or individual  
183 teacher. (This pertains only to the copyright of the music itself and not to any  
184 copyright which may exist in the sound recording.)

185 Guidelines for Educational Uses of Music

1 **Instructional Resources:**  
2 ***Internet Policy***

3 **Internet Protection—**

4 Access to the internet through District computer networks or systems or by  
5 means of devices owned by the District shall be regulated by filtering software or  
6 other measures which prevent users from accessing images which are obscene or  
7 pornographic or otherwise harmful. Student online activity shall be monitored and  
8 specified staff shall have responsibility for supervision of student online activities. In  
9 addition, students shall be educated by appropriate staff members regarding  
10 appropriate online behavior, including interacting with other individuals through chat  
11 rooms or social networking websites and cyberbullying awareness and response.  
12 Each school's community council shall also provide for education and awareness on  
13 safe technology use and digital citizenship which empowers students to make smart  
14 media and online choices and parents to know how to discuss safe technology use  
15 with their children.

16 [Utah Admin. Rules R277-495-4.E, C\(4\) \(April 7, 2014\)](#)

17 [Utah Code § 53G-7-216\(3\) \(2018\)](#)

18 [Utah Code § 53G-7-1202\(3\)\(a\)\(v\) \(2018\)](#)

19 **Due Process—**

20 The District will cooperate fully with local, state, or federal officials in any  
21 investigation concerning or relating to any illegal activities conducted through the  
22 District system or District-owned devices.

23 In the event there is an allegation that a student has violated the District  
24 Internet Use Policy, the student will be provided with a notice and opportunity to be  
25 heard in the manner set forth in the student disciplinary code.

26 Disciplinary actions will be tailored to meet specific concerns related to the  
27 violation and to assist the student in gaining the self-discipline necessary to behave  
28 appropriately on an electronic network. If the alleged violation also involves a  
29 violation of other provisions of the student disciplinary code, the violation will be  
30 handled in accord with the applicable provision of the code.

31 Employee violation of the District Internet Use Policy will be handled in  
32 accordance with District policy and collective bargaining agreement, if applicable.

33 Any District administrator may terminate the account privileges of a guest  
34 user by providing notice to the user. Guest accounts that are not active for more  
35 than ninety days may be removed, along with the user's files, without notice to the  
36 user.

37 **Search and Seizure—**

Grand County School District Internet Policy

38 System users do not have an expectation of privacy in the contents of their  
39 personal files and/or personal electronic mail accounts and records of their online  
40 activity accessed via the District's electronic communications system or through  
41 District-owned devices.

42 Routine maintenance and monitoring of the system may lead to discovery that  
43 the user has violated or is violating the District Internet Use Policy, the student  
44 disciplinary code, or the law.

45 An individual search will be conducted if there is reasonable suspicion that a  
46 user has violated the law or the student disciplinary code. The nature of the  
47 investigation will be reasonable and in the context of the nature of the alleged  
48 violation.

49 District employees should be aware that their personal files and/or personal  
50 electronic mail accounts on the District's system or on District-owned devices may  
51 be discoverable according to the Government Records Access Management Act.

52 **Academic Freedom, Free Speech, and Selection of Material—**

53 Board policies on academic freedom and free speech will govern the use of  
54 the Internet.

55 When using the Internet for class activities, teachers will:

- 56 1. Select material that is appropriate in light of the age of the students and that is  
57 relevant to the course objectives.
- 58 2. Preview the materials and sites they require students to access to determine the  
59 appropriateness of the material contained on or accessed through the site.
- 60 3. Provide guidelines and lists of resources to assist their students in channeling  
61 their research activities effectively and properly.
- 62 4. Assist their students in developing the skills to ascertain the truthfulness of  
63 information, distinguish fact from opinion, and engage in discussion about  
64 controversial issues while demonstrating tolerance and respect for those who  
65 hold divergent views.

66 **Parental Notification and Responsibility—**

67 The District will notify the parents about the District network and the policies  
68 governing its use. Parents must sign an agreement to allow their student to have an  
69 individual account. Parents may request alternative activities for their child(ren) that  
70 do not require Internet access.

71 Parents have the right at any time to investigate the contents of their  
72 child(ren)'s email files. Parents have the right to request the termination of their  
73 child(ren)'s individual account at any time.

74 The District Internet Use Policy contains restrictions on accessing  
75 inappropriate material and student use will be supervised. However, there is a wide

Grand County School District Internet Policy  
76 range of material available on the Internet, some of which may not be in accordance  
77 with the particular set of values held by an individual student's family. The District  
78 will encourage parents to specify to their child(ren) what material is and is not  
79 acceptable for their child(ren) to access through the District system.

80 **Access—**

81 The following levels of access will be provided:

82 1. Classroom Accounts

- 83 a. Elementary age students will be granted Internet access only through a  
84 classroom account. Elementary students may be provided with an individual  
85 account under special circumstances at the request of their teacher and with  
86 the approval of their parent. An agreement will only be required for an  
87 individual account, which must be signed by the student and his or her parent.  
88 Parents may specifically request that their child(ren) not be provided access  
89 through the classroom account by notifying the District in writing (or whatever  
90 procedure the District uses for other permissions).

91 **Guidelines for Internet Use—**

92 1. Personal Safety (These restrictions are for students only):

- 93 a. Users will not post or provide personal contact information about themselves  
94 or other people. Personal contact information includes address, telephone,  
95 school address, work address, etc.
- 96 b. Users will not agree to meet with someone they have met online without their  
97 parent's approval and participation,
- 98 c. Users will promptly disclose to their teacher or other school employee any  
99 message they receive that is inappropriate or makes them feel uncomfortable.

100 2. Illegal Activities

- 101 a. Users will not attempt to gain unauthorized access to the District system or to  
102 any other computer system through the District system or go beyond their  
103 authorized access. This includes attempting to log in through another  
104 person's account or access another person's files. These actions are illegal,  
105 even if only for the purposes of "browsing."
- 106 b. Users will not make deliberate attempts to disrupt the computer system  
107 performance or destroy data by spreading computer viruses or by any other  
108 means. These actions are illegal.
- 109 c. Users will not use the District system to engage in any other illegal act, such  
110 as arranging for a drug sale or the purchase of alcohol, engaging in criminal  
111 gang activity, threatening the safety of a person, etc.

112 3. System Security

Grand County School District

Internet Policy

- 113 a. Users are responsible for the use of their individual account and should take  
114 all reasonable precautions to prevent others from being able to use their  
115 account. Under no conditions should a user provide his or her password to  
116 another person.
- 117 b. Users will immediately notify the system administrator if they have identified a  
118 possible security problem. Users will not search for or attempt to discover  
119 security problems, because this may be construed as an illegal attempt to  
120 gain access.
- 121 c. Users will avoid the inadvertent spread of computer viruses by following the  
122 District virus protection procedures.
- 123 4. Inappropriate Language
- 124 a. Restrictions against inappropriate language apply to public messages, private  
125 messages, and material posted on Web pages.
- 126 b. Users will not use obscene, profane, lewd, vulgar, rude, inflammatory,  
127 threatening, slanderous or disrespectful language.
- 128 c. Users will not post information that, if acted upon, could cause damage or a  
129 danger of disruption.
- 130 d. Users will not engage in personal attacks, including prejudicial or  
131 discriminatory attacks. Users will not harass another person.
- 132 i. Harassment is persistently acting in a manner that distresses or  
133 annoys another person. If a user is told by a person to stop sending  
134 the person messages, they must stop.
- 135 e. Users will not knowingly or recklessly post false or defamatory information  
136 about a person or organization
- 137 5. Request for Privacy
- 138 a. Users will not re-post a message that was sent to them privately without  
139 permission of the person who sent them the message.
- 140 b. Users will not post private information about another person.
- 141 6. Respecting Resource Limits
- 142 a. Users will use the system only for educational and professional or career  
143 development activities, and limited, high-quality, personal research.
- 144 b. Users will not download large files unless absolutely necessary. If necessary,  
145 users will download the file at a time when the system is not being heavily  
146 used and immediately remove the file from the system computer to their  
147 personal computer or diskette.
- 148 c. Users will not post chain letters or engage in "spamming." Spamming is  
149 sending an annoying or unnecessary message to a large number of people.

Grand County School District Internet Policy

- 150 d. Users will check their email frequently, delete unwanted messages promptly,  
151 and stay within their email quota.
- 152 e. Users will be subscribed only to high quality discussion group mail lists that  
153 are relevant to their education or professional/career development.

154 7. Plagiarism and Copyright Infringement

- 155 a. Users will not plagiarize works that they find on the Internet. Plagiarism is  
156 taking the ideas or writings of others and presenting them as if they were  
157 original to the user.
- 158 b. Users will respect the rights of copyright owners. Copyright infringement  
159 occurs when an individual inappropriately reproduces a work that is protected  
160 by a copyright. If a work contains language that specifies acceptable use of  
161 that work, the user should follow the expressed requirements. If the user is  
162 unsure whether or not they can use a work, they should request permission  
163 from the copyright owner.

164 8. Inappropriate Access to Material

- 165 a. Users will not use the District system or District-owned devices to access  
166 material that is profane or obscene (pornography), that advocates illegal or  
167 dangerous acts, or that advocates violence or discrimination towards other  
168 people (hate literature). (See Policy FGAB and Policy DMA.) For students, a  
169 special exception may be made if the purpose is to conduct research and  
170 access is approved by both the teacher and the parent. District employees  
171 may access the above material only in the context of legitimate research.
- 172 b. If a user inadvertently accesses such information, he or she should  
173 immediately disclose the inadvertent access in a manner specified by their  
174 school. This will protect users against an allegation that they have  
175 intentionally violated the Internet Use Policy.

176 [Utah Admin. Rules R277-495-4.A\(3\) \(April 7, 2014\)](#)

177 **District Website—**

178 The District may establish a website. Material appropriate for placement on  
179 the District website includes: District information, school information, teacher or class  
180 information, student projects, and student extracurricular organization information.  
181 Personal information not related to education will not be allowed on the District  
182 website.

183 The Superintendent will designate a District Web Publisher, responsible for  
184 maintaining the school websites and monitoring class, teacher, student, and  
185 extracurricular web pages. The Web Publisher will develop style and content  
186 guidelines for official District and school web materials and develop procedures for  
187 the placement and removal of such material. All official District material posted on

Grand County School District Internet Policy  
188 the District website must be approved through a process established by the District  
189 Web Publisher.

190 **School Websites/Social Media—**

191 The Principal will designate a School Web Publisher, responsible for  
192 managing the school website, social media page and monitoring class, teacher,  
193 student, and extracurricular web pages. All official material originating from the  
194 school will be consistent with the District style and content guidelines and approved  
195 through a process established by the School Web Publisher. The School Web  
196 Publisher will develop additional guidelines for the school website.

197 **Collection of User Information—**

198 If the school or District collects personally identifiable information from users who  
199 access its website, the school or District shall publish on that website a privacy  
200 policy statement that discloses the following information:

- 201 1. The identity of the school's Web Publisher and contact information (telephone  
202 number or email address);
- 203 2. A summary of the personally identifiable information collected by the school or  
204 school district and contained on its website;
- 205 3. How the personally identifiable information collected by the school or District is  
206 used by the school or District;
- 207 4. The school's or District's practices concerning disclosure of the personally  
208 identifiable information on the website;
- 209 5. How the user who accesses the school or District website can request access to  
210 his or her personally identifiable information and access to correct the  
211 information; and
- 212 6. A general description of the security measures in place to protect the user's  
213 personally identifiable information from unintended disclosure.

214 [Utah Code § 63D-2-102 \(2009\)](#)

215 [Utah Code § 63D-2-103 \(2008\)](#)

216 **Staff Web Pages—**

217 Staff may develop web pages that provide a resource for others. Staff will be  
218 responsible for maintaining their resource sites. Staff web pages will not be  
219 considered official material, but will be developed in a manner as to reflect well upon  
220 the District.

221 **Student Web Pages—**

- 222 1. Students may create a website as part of a class activity. Material presented on a  
223 student class activity website must meet the educational objectives of the class  
224 activity.

Grand County School District Internet Policy

- 225 2. With the approval of the Principal or Web Publisher, students may establish  
226 personal web pages. Material presented in the student's personal website must  
227 be related to the student's educational and career preparation activities.
- 228 3. It will not be considered a violation of a student's right to free speech to require  
229 removal of material that fails to meet established educational objectives or that is  
230 in violation of a provision of the Internet Use Policy or student disciplinary code.  
231 However, student material may not be removed merely on the basis of  
232 disagreement with the views expressed by the student.
- 233 4. Student web pages must include the following notice: "This is a student web  
234 page. Opinions expressed on this page shall not be attributed to the District."
- 235 5. Student web pages will be removed at the end of the school year unless special  
236 arrangements are made. A notice will be provided to students prior to such  
237 removal.

238 **Extracurricular Organization Web Pages—**

- 239 1. With approval of the Principal, extracurricular organizations may establish web  
240 pages. Material presented on the organization web page must relate specifically  
241 to organization activities.
- 242 2. Organization web pages must include the following notice: "This is a student  
243 extracurricular organization web page. Opinions expressed on this page shall not  
244 be attributed to the District."

245 **Student Information—**

246 Each school shall develop standards for disclosure of student information that are  
247 considered generally acceptable in light of the age of the students attending the  
248 school.

249 **Web Page Requirements—**

- 250 1. All District Internet Use Policy provisions will govern material placed on the web.
- 251 2. Web pages shall not:
- 252 a. Contain personal contact information about students beyond that permitted by  
253 the school (or District) and parent.
- 254 b. Display photographs or videos of any identifiable individual without a signed  
255 model release. Model releases for students under the age of 18 must be  
256 signed by their parent or guardian.
- 257 c. Contain copyrighted or trademarked material belonging to others unless  
258 written permission to display such material has been obtained from the  
259 owner. There will be no assumption that the publication of copyrighted  
260 material on a website is within the fair use exemption.

Grand County School District

Internet Policy

- 261 3. Material placed on the website is expected to meet academic standards of proper  
262 spelling, grammar, and accuracy of information.
- 263 4. Students may retain the copyright on the material they create that is posted on  
264 the web. District employees may retain the copyright on material they create and  
265 post if appropriate under District policies.
- 266 5. Each web page will carry a notice indicating when it was last updated and the  
267 email address of the person responsible for the page.
- 268 6. All web pages should have a link at the bottom of the page that will help users  
269 find their way to the appropriate home page.
- 270 7. Users should retain a backup copy of their web pages.

271 **Handbook, Forms, and Agreements—**

272 Exhibits 1 - 4 of this policy document contain the student internet handbook,  
273 forms, and agreements to implement this policy and regulation.

Grand County School District

1 **Instructional Resources:**  
2 ***Purchase of Primary Instructional Materials***

3 **Independent Core Curriculum Alignment Analysis Required—**

4 Before the District or any school within the District may purchase any primary  
5 instructional materials, the proposed materials provider must have contracted with  
6 an independent third party to evaluate and map the alignment of the primary  
7 instructional materials with the State core standards for Utah public schools, and a  
8 detailed summary of that evaluation must have been made available for use by  
9 teachers and the general public on a public website at no charge. The cost of  
10 satisfying this requirement must be paid by the proposed materials provider, and the  
11 materials provider may not perform the evaluation, summary, or web-site publication  
12 of the evaluation.

13 [Utah Code § 53E-4-408\(1\), \(2\) \(2018\)](#)

14 **Requirements May Not Be Performed By the Board or the District—**

15 Neither the Board of Education nor the District may perform the evaluation,  
16 summary, or website publication of the evaluation.

17 [Utah Code § 53E-4-408\(2\) \(2018\)](#)

18

Grand County School District

1 **Instructional Resources:**  
2 ***Teaching Supplies and Materials***

3 **Teaching Supplies and Materials—**

4 Teaching supplies and materials include both expendable and  
5 nonexpendable items that are used by teachers for educational purposes in  
6 classroom activities. Such supplies and materials may include, for example, paper,  
7 pencils, workbooks, supplementary books and resources, laboratory supplies (such  
8 as photography materials, chemicals) paints, wood, glue, sandpaper, nails, tools,  
9 equipment, or automobile parts.

10 **Supplies and Materials Purchased With Public Funds are District Property—**

11 All teaching supplies and materials which are purchased with school, district,  
12 or public funds are the property of the District and must remain with the District for  
13 school use, and may not be taken or appropriated for personal use by teachers or  
14 other District staff. (Public funds may include, for example, funds directly  
15 appropriated by the legislature for teaching supplies and materials, as well as funds  
16 donated to the school or District for school use.)

17 **Supplies and Materials Purchased With Personal Funds are Personal  
18 Property—**

19 Teaching supplies and materials which are purchased by teachers or other  
20 staff with personal funds are personal property of the purchasing employee and may  
21 be retained by the employee when the employee discontinues employment with the  
22 District. However, any such personal property that the employee wishes to retain  
23 should be clearly marked as such when brought to the school, and documentation  
24 retained which evidences that personal funds were used to purchase the supplies or  
25 materials.

26  
27

Grand County School District

1 **Grading:**  
2 ***Progress Reports to Parents***

3 **Parent-Teacher Conferences—**

4 A teacher shall schedule one or more conference(s) with the parent(s) of a  
5 student if the student is not maintaining passing grades or achieving the expected  
6 level of performance, presents some other problem to the teacher or in any other  
7 case the teacher considers necessary.

8 **Individualized Student Achievement Report—**

9 The Utah State Board of Education shall develop an Individualized Student  
10 Achievement report which includes information on the student's level of proficiency  
11 as measured by a statewide assessment; and a comparison of the student's  
12 academic growth target and actual academic growth as measured by a statewide  
13 assessment. The District shall distribute the Individualized Student Achievement  
14 Report to the parent or guardian of the student to whom the report applies.

15 [Utah Code § 53E-5-211\(3\) \(2018\)](#)

1 **Grading:**  
2 **Testing Procedures and Standards**

3 **Purpose of the Policy—**

4 The Board adopts this policy to provide specific standards and procedures to  
5 govern handling and administration of standardized tests. The Board has determined  
6 that compliance with this policy is an essential job function of all educators and  
7 failure to abide by this policy is grounds for adverse employment action including  
8 termination.

9 **Administration of Statewide Assessments—**

10 The District shall administer statewide assessments to all students enrolled  
11 ins the grade level or course to which the assessment applies, with the following  
12 exceptions:

- 13 1. The student has been exempted under the procedures set forth in Policy  
14 EFBB.
- 15 2. A student's IEP team, English Learner team, or Section 504 accommodation  
16 plan team shall determine that student's participation in statewide  
17 assessments consistent with the Utah Participation and Accommodations  
18 Policy.

19 [Utah Admin. Rules R277-404-5\(1\) \(March 14, 2018\)](#)

20 **District Statewide Assessment Plan—**

21 The District shall develop a plan to administer statewide assessments. After  
22 considering and making any appropriate changes, the plan shall be submitted to the  
23 State Superintendent by September 15 of each year.

24 The plan shall include:

- 25 1. The dates that the District shall administer each statewide assessment;
- 26 2. Professional development for an educator to fully implement the assessment  
27 system;
- 28 3. Training for educators and appropriate paraprofessionals in the requirements  
29 of assessment administration ethics; and
- 30 4. Training for educators and appropriate paraprofessionals in using statewide  
31 assessment results effectively to inform instruction.

32 [Utah Admin. Rules R277-404-5\(2\), \(3\), \(4\) \(March 14, 2018\)](#)

33 **Time Periods for Administering Statewide Assessments—**

Grand County School District Testing Procedures and Standards

34 A District educator or trained employee shall administer statewide assessments  
35 required under [Utah Admin. Rule R277-404-5](#) consistent with the schedule  
36 established by the State Superintendent and the District's assessment plan.

37 A District educator or trained employee shall complete all required assessment  
38 procedures prior to the end of the assessment window defined by the State  
39 Superintendent.

40 If the District requires an alternative schedule with assessment dates outside of the  
41 State Superintendent's published schedule, it shall submit the alternative testing  
42 plan to the State Superintendent by September 1 annually. The plan shall set dates  
43 for assessment administration for courses taught face-to-face or online.

44 [Utah Admin. Rules R277-404-4\(3\) \(March 14, 2018\)](#)

45 [Utah Admin. Rules R277-404-5\(8\), \(9\), \(10\) \(March 14, 2018\)](#)

46 **District Assessment Training—**

47 District assessment staff will use the Standard Test Administration and  
48 Testing Ethics Policy in providing training for all assessment administrators and  
49 proctors. (This policy can be obtained online at  
50 <https://www.schools.utah.gov/assessment> or from the State Board of Education at  
51 250 East 500 South, Salt Lake City, Utah 84111.

52 At least once each school year, the District will provide professional  
53 development for all educators, administrators, and assessment administrators  
54 concerning guidelines and procedures for statewide assessment administration,  
55 including educator responsibility for assessment security and proper professional  
56 practices.

57 The District may not release state assessment data publicly until authorized  
58 to do so by the State Superintendent.

59 [Utah Admin. Rules R277-404-5\(5\), \(6\), \(7\) \(March 14, 2018\)](#)

60 [Utah Admin. Rules R277-404-3 \(March 14, 2018\)](#)

61

62 **School Responsibilities—**

63

64 The District, school, or educator may not use a student's score on a state  
65 required assessment to determine:

66

67 1. The student's academic grade, or a portion of the student's academic grade,  
68 for the appropriate course; or

69 2. Whether the student may advance to the next grade level.

70

71 The District or a school or educator may consider, as one of multiple lines of  
72 evidence, a student's score on a state required assessment to determine whether a  
73 student may enroll in an honors, advanced placement, or International  
74 Baccalaureate course. However, a student may not be prohibited from enrolling in

Grand County School District Testing Procedures and Standards  
75 one of these courses based on the student's score on a state required assessment  
76 or because the student was exempted from taking a state required assessment.  
77

78 In accordance with [Utah Code § 53G-6-803](#), the school shall reasonably  
79 accommodate a parent's request to allow a student's demonstration of proficiency  
80 on a state required assessment to fulfill a requirement in a course.  
81

82 The District and school shall require an educator and assessment administrator  
83 and proctor to individually sign the testing ethics signature page provided by the  
84 State Superintendent acknowledging or assuring that the educator administers  
85 assessments consistent with ethics and protocol requirements.  
86

87 All educators and assessment administrators shall conduct assessment  
88 preparation, supervise assessment administration, and certify assessment results  
89 before providing results to the State Superintendent.  
90

91 All educators and assessment administrators and proctors shall securely handle  
92 and return all protected assessment materials, where instructed, in strict accordance  
93 with the procedures and directions specified in assessment administration manuals,  
94 District rules and policies, and the Standard Test Administration and Testing Ethics  
95 Policy.

96 [Utah Admin. Rules R277-404-6 \(March 14, 2018\)](#)  
97

98 **District Employee Compliance with Assessment Requirements, Protocols, and**  
99 **Security—**

100 Teachers, administrators, and all District personnel shall not:

- 101 1. Provide a student directly or indirectly with a specific question, answer, or the  
102 content of any specific item in a standardized assessment prior to  
103 assessment administration;  
104
- 105 2. Download, copy, print, take a picture of, or make any facsimile of protected  
106 assessment material prior to, during, or after assessment administration  
107 without express permission of the State Superintendent and a District  
108 administrator;  
109
- 110 3. Change, alter, or amend any student online or paper response or any other  
111 standardized assessment material at any time in a way that alters the  
112 student's intended response;  
113
- 114 4. Use any prior form of any standardized assessment, including pilot  
115 assessment materials, that the State Superintendent has not released in



Grand County School District

Testing Procedures and Standards

152 **Reporting Assessment Results—**

153 UTREx data shall be updated using the processes and according to the  
154 schedules determined by the State Superintendent. The District shall ensure that  
155 any computer software for maintaining or submitting District data is compatible with  
156 data reporting requirements established in R277-484. The District shall ensure that  
157 all statewide assessment data have been collected and certify that the data are  
158 ready for accountability purposes no later than July 12. The District shall verify that  
159 it has satisfied all the requirements of the State Superintendent's directions  
160 regarding data exchange and reporting requirements.

161 [Utah Admin. Rules R277-404-9 \(March 14, 2018\)](#)

162 **Referral to State Board for Violation—**

163 Any employee violating this policy shall be subject to adverse employment  
164 action, including, but not limited to, termination of employment, and any such  
165 educator shall be referred to the Utah Professional Practices Advisory Commission  
166 of the State Board of Education for possible disciplinary action.

167

Grand County School District

1 **Grading:**  
2 **Testing Procedures and Standards—Kindergarten**  
3 **Assessment**

4 **Administration of Kindergarten Entry and Exit Assessments—**

5 The District shall administer a kindergarten entry assessment approved by  
6 the State Superintendent to each kindergarten student sometime within three weeks  
7 before the first day of school and three weeks after the first day of school. The  
8 District shall administer a kindergarten exit assessment approved by the State  
9 Superintendent sometime during the four weeks before the last day of school. The  
10 District shall submit to the Data Gateway the entry assessment data by September  
11 30 and the exit assessment data by June 15.

12 [Utah Admin. Rules R277-489-3 \(September 21, 2017\)](#)

13 **Use of Entry and Exit Assessment Data—**

14 The District may use kindergarten entry and exit assessment data to:

- 15 1. provide insights into current levels of academic performance upon entry and  
16 exit of kindergarten;
- 17 2. identify students in need of early intervention instruction and promote  
18 differentiated instruction for all students;
- 19 3. understand the effectiveness of programs such as extended-day kindergarten  
20 and pre-school;
- 21 4. provide opportunities for data-informed decision making and cost-benefit  
22 analysis of early learning initiatives;
- 23 5. identify effective instructional practices or strategies for improving student  
24 achievement outcomes in a targeted manner; and
- 25 6. understand the influence and impact of full-day kindergarten on at-risk  
26 students in both the short and long term.

27 The District may not use kindergarten entry and exit assessment data to:

- 28 1. justify early enrollment of a student who is not currently eligible to enroll in  
29 kindergarten, such as a student with a birthday falling after September 1;
- 30 2. evaluate an educator's teaching performance; or
- 31 3. determine whether a student should be retained or promoted between  
32 grades.

33 [Utah Admin. Rules R277-489-4 \(September 21, 2017\)](#)

1 **Grading:**  
2 **Testing Procedures and Standards—Exclusion from**  
3 **Testing**

4 **Parental Right to Exempt Students from State Required Assessments—**

5 A parent has the right to exempt the parent's student from a state required  
6 assessment. A student who is exempted from a state required assessment may not  
7 be penalized (put in an unfavorable position or at a disadvantage) because of the  
8 exemption. This policy sets forth the required procedure for exemption and  
9 addresses related matters. The District may establish its own policy with regard to  
10 any assessments which are required by the District but are not state required  
11 assessments, including whether a student can be exempted from District  
12 assessments and what consequences there are for taking or failing to take such an  
13 assessment.

14 [Utah Admin. Rules R277-404-7\(1\), \(2\), \(6\) \(March 14, 2018\)](#)

15 **Exception Regarding Basic Civics Test—**

16 A student must pass the basic civics test in order to receive a high school  
17 diploma, as provided in [Utah Code § 53E-4-205\(2\)](#) and [Utah Administrative Rules](#)  
18 [R277-700-8\(2\)\(b\)\(i\)](#). A parent may exempt the parent's student from taking the  
19 basic civics test, but the student may not graduate without successfully completing  
20 that test requirement, notwithstanding the prohibition on penalizing a student  
21 exempted from state required assessments.

22 [Utah Admin. Rules R277-404-7\(3\)\(c\) \(March 14, 2018\)](#)

23 [Utah Admin. Rules R277-700-8\(2\) \(March 14, 2018\)](#)

24 [Utah Code § 53E-4-205\(2\) \(2018\)](#)

25 **Exemption Procedure—**

26 To exempt a student from one or more state required assessments, the  
27 parent shall, on an annual basis, fill out the Parental Exclusion from State  
28 Assessment form and deliver it to the principal or the District at least one day before  
29 the beginning of any assessment from which the student is to be exempted. (In the  
30 discretion of the District, and upon parental request, the District may exempt a  
31 student from a state required assessment when the form is delivered less than a day  
32 before the assessment begins.) The form may be delivered by email, mail, or in  
33 person. The form is available at <https://schools.utah.gov/assessment>. (The District  
34 may create a District-specific form if that form lists the District required assessments  
35 from which the student may be exempted and the form also contains all the  
36 information described in the Parental Exclusion from State Assessment form.)

37 [Utah Admin. Rules R277-404-7\(4\) \(March 14, 2018\)](#)

Grand County School District

Exclusion from Testing

38 **Additional Requirements—**

39 The following standards apply to parental exemptions:

- 40 1. Students may not be rewarded for participation in a state required  
41 assessment or for performance on a state required assessment.
- 42 2. A teacher, principal, or other District administrator may contact a parent to  
43 verify that the parent submitted a Parental Exclusion from State Assessment  
44 form.
- 45 3. A parent may be requested, but may not be required, to meet with a teacher,  
46 principal, or other District administrator regarding the parent's request to  
47 exclude the parent's student from taking a state required assessment.
- 48 4. The student's parent shall, consistent with the protection of student privacy,  
49 be provided the student's individual test results and scores.
- 50 5. If a student who has been exempted from participating in a state required  
51 assessment is in attendance during test administration, the student shall be  
52 provided with an alternative learning experience.
- 53 6. A student who has been exempted from participation in a state required  
54 assessment may be allowed to be physically present in the room during test  
55 administration.

56 [Utah Admin. Rules R277-404-7\(5\), \(7\) to \(10\) \(March 14, 2018\)](#)

1 **Grading:**  
2 ***Participation of Private and Homeschool Students in U-***  
3 ***PASS Testing***

4 **Home School Student Participation—**

5 Home school students who are Utah residents and whose parents reside in  
6 the District may participate in U-PASS testing as follows:

- 7 1. The student must have satisfied the home school requirements set forth in Policy  
8 FBB and [Utah Code § 53G-6-204](#).
- 9 2. The home school student must pay charges or fees for the testing on the same  
10 basis that students enrolled in the school must pay charges or fees.
- 11 3. The District shall determine in which school(s) qualifying home school students  
12 will take U-PASS tests.
- 13 4. The District may require home school students to provide a parent or adult to  
14 monitor or proctor tests, as appropriate.

15 Upon request of a homeschool student or the student's parent or guardian,  
16 the District shall provide a copy of the schedule of U-PASS dates, the locations at  
17 which home school students may be tested, and the District's policies relating to  
18 home school student participation in U-PASS tests. Home school students who  
19 desire to participate in a particular U-PASS test must make the request in writing at  
20 least 10 days before the test date. The District shall respond in writing to the  
21 request at least 5 days following the receipt of the request. Where the request to  
22 participate is approved, the District shall provide written notice to the home school  
23 student and his or her parent or guardian of testing rules, including required  
24 identification and proof of residency for adults and students and implements or  
25 materials that the home school student may or may not bring or use for the test.

26 [Utah Admin. Rules R277-604-4 \(December 8, 2016\)](#)

27 **Private School Student Participation—**

28 Private school students who are Utah residents and attending private schools  
29 located within the District boundaries may participate in U-PASS testing as follows:

- 30 1. The private school student's school must request permission from the District on  
31 behalf of the student to participate.
- 32 2. The student or private school must pay the costs of the testing in advance.  
33 These testing costs include costs for materials, scoring, reporting, and State-  
34 related costs.

Grand County School District

Participation of Private and Homeschool  
Students in U-PASS Testing

- 35 3. The District shall determine in which school(s) private school students may take  
36 U-PASS tests.
- 37 4. The District shall determine the limits, if any, of numbers of non-public school  
38 students that can be accommodated by the school.
- 39 5. The District may require the participating private school to provide administrators  
40 to participate in monitoring or proctoring tests, as appropriate.

41 Upon request of a private school located within District boundaries, the  
42 District shall provide the private school a copy of the schedule of U-PASS dates, the  
43 locations at which private school students may be tested, and the District's policies  
44 relating to private school student participation in U-PASS tests. Private schools  
45 which desire to have their students participate in a particular U-PASS test must  
46 make the request in writing at least 12 days before the test date. The District shall  
47 respond in writing to the request at least 8 days following the receipt of the request.  
48 Where the request to participate is approved, the District shall provide written notice  
49 to the private school of testing rules, including required identification and proof of  
50 residency for staff and students and implements or materials that the private school  
51 or student may or may not bring or use for the test.

52 Private school students who are not Utah residents may participate in U-  
53 PASS testing only upon payment, in advance, of the full cost of the individual  
54 assessments.

55 [Utah Admin. Rules R277-604-3 \(December 8, 2016\)](#)

56 **Bureau of Indian Affairs Schools Administrator Training—**

57 The administrators of Bureau of Indian Affairs (BIA) schools are responsible  
58 to meet U-PASS requirements relating to the students in their schools. The District  
59 shall provide materials and training to administrators of BIA schools within the  
60 District on the schedule which applies to the District. The District shall notify  
61 administrators of BIA schools located in the District of all information and training on  
62 U-PASS provided by the District.

63 [Utah Admin. Rules R277-604-6 \(December 8, 2016\)](#)

1 **Grading:**  
2 ***Course Grade Forgiveness***

3 **Definitions—**

4 The following definitions apply within this policy:

- 5 1. “Comparable course” means a course that fulfills the same graduation  
6 credit requirements as a course for which a student seeks to improve a  
7 grade.
- 8 2. “Course” means a course that a student is enrolled in and either  
9 completes or withdraws from but still receives a grade.
- 10 3. “Highest grade” means a grade that reflects the higher grade of (a) a  
11 course and a repeat of the course or (b) a course and a comparable  
12 course.
- 13 4. “Recurring course” means a course that a student takes more than once  
14 to (a) further the student’s understanding and skills in the course subject  
15 (such as journalism or band), or (b) satisfy a different credit requirement  
16 that the course may fulfill, such as an art class that fulfills an elective  
17 requirement and an art requirement.
- 18 5. “Student” means an individual enrolled in the District in grade 9, 10, 11,  
19 or 12.

20 [Utah Admin. Rules R277-717-2 \(March 14, 2018\)](#)

21 **Course Grade Forgiveness—**

22 A student may, to improve a course grade received by the student, repeat the  
23 course one or more times or enroll in and complete a comparable course.

24 ***Repeating a Course***

25 If a student repeats a course, the District:

- 26 1. Shall adjust, if necessary, the student’s course grade and grade point  
27 average to reflect the student’s highest grade and exclude a lower  
28 grade.
- 29 2. Shall exclude from the student’s permanent record the course grade  
30 that is not the highest grade.
- 31 3. May not otherwise indicate on the student’s current record that the  
32 student repeated the course.

33

34

Grand County School District

Course Grade Forgiveness

35 *Improving a Grade with a Comparable Course*

36 In order to improve a grade under this policy through completion of a  
37 comparable course, the student must inform the District at the time of enrollment in  
38 the comparable course of the intent to enroll in the course for improving a course  
39 grade. Upon receiving such notice, the District shall confirm whether the  
40 comparable course fulfills the same credit requirements as the course that the  
41 student intends to replace. Subject to that determination, the District shall, upon  
42 enrollment in the comparable course, update the student's current record and grade  
43 point average to reflect the highest grade between the course and the comparable  
44 course and exclude the lower grade and corresponding course. The District may not  
45 otherwise indicate the course or comparable course for which the student did not  
46 receive the highest grade on the student's record.

47 [Utah Admin. Rules R277-717-3 \(March 18, 2018\)](#)

Grand County School District

Individual Learning Plan/Plan for  
College and Career Readiness

1 **Guidance:**  
2 ***Individual Learning Plan/Plan for College and Career***  
3 ***Readiness***

4 [Utah Code § 53E-2-304\(2\)\(b\)\(ii\) \(2018\)](#)

5 ***Definitions***

6 **Plan for College and Career Readiness—**

7 "Plan for College and Career Readiness" means a plan developed by a  
8 student and the student's parent or guardian, in consultation with school counselors,  
9 teachers, and administrators that:

- 10 1. is initiated at the beginning of grade 7;
- 11 2. identifies a student's skills and objectives;
- 12 3. maps out a strategy to guide a student's course selection; and
- 13 4. links a student to post-secondary options, including higher education and  
14 careers.

15 [Utah Code § 53E-2-304\(2\)\(b\)\(i\) \(2018\)](#)

16 **School manager—**

17 The Principal or a member of the faculty of the school appointed to that  
18 position by the Principal shall be the School Manager.

19 **Individual Learning Plan file—**

20 An Individual Learning Plan ("ILP") means a personalized student education  
21 plan. The ILP file shall be a separate file maintained by the school for each student  
22 which shall include the ILP and supporting documents. It may contain a separate  
23 division for each school year, but ILP records for prior years at that school shall be  
24 available to participants in the ILP process. It should include a copy of the  
25 registration of the student for each school term showing the classes for which the  
26 student has registered, the names of teachers of the classes and telephone  
27 numbers at which participants in the ILP process may reach the teachers of each  
28 class, and each report card issued by the school, and names, addresses and  
29 telephone numbers of all the participants in the ILP process.

Grand County School District

Individual Learning Plan/Plan for  
College and Career Readiness

30 **Small group conference—**

31 Small-group Conference is a meeting at which students, parents or  
32 guardians, and guidance counselors and teachers are invited to attend and the  
33 number of students invited does not exceed five.

34 **ILP participation—**

35 The Participants in the ILP process are, with respect to a student, the student,  
36 the student's parent or guardian and the teacher, guidance counselor or other  
37 member of school personnel who has the assignment of participating in the  
38 preparation or maintenance of that student's ILP.

39 ***Policy***

40 **Background—**

41 The Legislature has required the District to establish policies, in consultation  
42 with school personnel, parents, and school community councils or similar entities to  
43 provide for the effective implementation of an ILP for each student at the school site.  
44 The Board has consulted with its personnel, with parents, and with school  
45 community councils or like entities to the extent that such entities operate within the  
46 district and hereby adopts the following policies.

47 **ILP conferences—**

48 Each school shall offer its students at least one ILP conference per year at  
49 which the ILP of the child may be established and reviewed jointly by the teacher,  
50 parent or guardian, and student. This conference may be at the time usually set  
51 aside for parent-teacher conferences.

52 **Small group conferences—**

53 Each school may also, as it is deemed appropriate, schedule small group  
54 conferences for classes or categories of students.

55 **Additional parent conferences—**

56 A parent may also request conferences with school personnel in addition to  
57 ILP or Plan for College and Career Readiness conferences established by District  
58 policy.

59 **Template ILP—**

60 The school may adopt a template ILP which sets forth the minimum standard  
61 school program and general guidelines required of all students. This template shall  
62

Grand County School District

Individual Learning Plan/Plan for  
College and Career Readiness

63 be supplemented by the teacher, parent or guardian and student. From grades 9-12  
64 it is the responsibility of the student to prepare the ILP, in consultation with a school  
65 counselor or teacher and with the student's parent or guardian.

66 **Purpose of the ILP—**

67 The purpose of the ILP is not to provide a binding agreement between the  
68 student and the student's parent or guardian and the school, but rather to express  
69 the needs and aspirations of the student, to mobilize the resources of the school to  
70 help the student reach the objectives required by the minimum school program and  
71 by the ILP and to set forth objectives desirable for the benefit of the student.  
72 Therefore, the ILP may include objectives which are beyond the means or resources  
73 of the school. With the objectives stated in the ILP should be included activities and  
74 means helpful for implementing the objectives, which may include (1) programs  
75 available at school and (2) resources and activities not available through school but  
76 which must be provided independently by parents and guardians, or by students, or  
77 from other sources beside those of the school.

78 **Guidelines and expectations—**

79 In addition to the minimum standard school program and guidelines expected  
80 of all students, each ILP shall include information gathered for the purpose of  
81 recognizing the strengths and achievements of the student, and shall include a  
82 record of the student's progress toward the objectives of the ILP. This information  
83 may be collected in narrative or journal form, or in the form of records of scores on  
84 tests and grades earned in classes, or in any other form which is found to be useful,  
85 and shall be available to all the participants in the ILP process upon reasonable  
86 notice. A member of the school staff, whether teacher, guidance counselor, or  
87 administrator, who is charged with participating in the ILP process for a student shall  
88 become acquainted with the student well enough to participate effectively in that  
89 process and shall exert his or her effort to recognize the students accomplishments  
90 and strengths, to assist in planning, monitoring and managing the education and  
91 career development of the student and to participate in an ongoing partnership with  
92 the student and parent or guardian, including attendance at ILP conferences.

93 **Implementation of the ILP process—**

94 Each school shall conduct training in the ILP process so that staff members  
95 participating in the process will have a repertoire of skills to deal with the problems  
96 that arise in the process of developing and implementation of the ILP. This training  
97 will be included in the in-service training program at the school. The school shall  
98 make available to its staff the inventory of working Plans for College and Career

99

Grand County School District

Individual Learning Plan/Plan for  
College and Career Readiness

100 Readiness prepared by the State Board of Education. Requests for resources  
101 arising from the ILP process not readily identified by the participants in the offerings  
102 of the school shall be referred to the Principal, who will have responsibility to  
103 consider requests for resources, and who shall have responsibility to coordinate  
104 time, training and assignment of school personnel for such purposes, in consultation  
105 with the faculty of the school, and who shall have authority to decide whether the  
106 school has the means to make an effort to achieve the objective in question. It is  
107 expected that the ILP process may take time from other school activities which the  
108 Principal shall authorize in his or her discretion.

109 **College and career preparation—**

110 A participant in the ILP process may suggest occupational and post-  
111 secondary education objectives that may be incorporated into the ILP. An ILP which  
112 incorporates occupational and post-secondary education objectives (thus making it a  
113 Plan for College and Career Readiness) should be reviewed by a school staff  
114 member who has the assignment of assisting students with career or occupational  
115 preparation who should be added to the group of participants in the process of that  
116 ILP. Resources in the community, such as work/study programs, may be added to  
117 the ILP to assist with occupational objectives. Individual schools may enter into  
118 partnerships with private business to obtain additional resources for technology  
119 programs intended to assist students in preparation for occupations.

120 **Reporting—**

121  
122 The Legislature has required the District and each school to make an annual  
123 report to its patrons on its activities under [Utah Code § 53E-2-304\(4\)](#) which includes  
124 the ILP process. The reporting process shall involve participation from teachers,  
125 parents, and the community at large in determining how well the District or school is  
126 performing.

127 [Utah Code § 53E-2-304\(4\)\(a\) \(2018\)](#)

128 **Privacy—**

129 The ILP file is a private file and shall be made available only to participants in  
130 the ILP process without obtaining appropriate consents from students and their  
131 parents or guardians. Portions of confidential documents not usually disclosed to  
132 one or more of the participants in the ILP process may be included in the ILP file  
133 with the consent of school personnel charged with protecting the privacy of those  
134 affected by the document and after obtaining consents of other affected parties, if  
135 necessary.

136 It is not the Board's intention to waive any of its rules governing privacy in this  
137 connection. It is the Board's intention that the ILP file be as complete as possible

Created:  
Adopted: 12/12/18  
Modified: 16 February 2018

**EGA**

Grand County School District

Individual Learning Plan/Plan for  
College and Career Readiness

138 without reference to other documents outside the file. The ILP file should therefore  
139 not contain any documents by reference from other school archives.

140

1 **Graduation:**  
2 ***Graduation Requirements***

3 **Diploma or Certificate of Completion—**

4 The District will award a diploma or certificate of completion to students who  
5 complete the requirements as follows:

- 6 1. High School Diploma
- 7 a. Successful completion of the core curriculum and all state
  - 8 course requirements.
  - 9 b. Successful completion of 2 credits beyond the core curriculum
  - 10 as required by District policy.
- 11 2. Certificate of Completion
- 12 a. Completion of senior year;
  - 13 b. Exiting or aging out of the school system; and
  - 14 c. Have not met all state or District requirements for a diploma

15 [Utah Admin. Rules R277-705-4 \(February 28, 2018\)](#)

16 Adult education students will be awarded diplomas as set forth in Policy EHE.

17 **Special Education Students—**

18 Special education students shall satisfy high school completion or graduation  
19 criteria, consistent with state and federal law and the student's IEP. Such students  
20 may be awarded a certificate of completion or a diploma as set forth above,  
21 consistent with state and federal law and the student's IEP or Section 504 plan.

22 [Utah Admin. Rules R277-705-4 \(February 28, 2018\)](#)

23 A student with a significant cognitive disability may be awarded an alternate  
24 diploma if the student accesses grade-level Core standards through the Essential  
25 Elements, the student's IEP team makes graduation substitutions in the same  
26 content area from a list of alternative courses approved by the State Superintendent,  
27 and the student meets all graduation requirements prior to exiting school at or before  
28 age 22. An alternate diploma may not indicate that the recipient is a student with a  
29 disability. Notwithstanding the award of an alternate diploma, the District may still be  
30 obligated to provide FAPE to an eligible student in accordance with IDEA.

31 [Utah Admin. Rules R277-705-5 \(February 28, 2018\)](#)

32 **Methods of Obtaining Credit—**

33 Credits towards graduation may be obtained and recorded on the student's  
34 transcript by the following methods:

Grand County School District

Graduation Requirements

- 35 1. Successful completion of courses in the high schools of the District.  
36 2. Successful completion of concurrent-enrollment college courses.  
37 3. Satisfaction of coursework by demonstrated competency under  
38 policies established by the District following appropriate review.  
39 4. Successful completion of assessment tests in particular subject areas,  
40 as established by District policy.  
41 5. Evaluation of student work or projects consistent with District or school  
42 procedures and criteria.  
43 6. Successful completion, as determined by the District or school, of  
44 correspondence or electronic coursework with prior approval by the  
45 District or school to the extent practicable.  
46 7. Transfer credits awarded to a student by a school or provider  
47 accredited by an accrediting entity adopted by the State Board of  
48 Education, which credits shall be accepted as issued by the school,  
49 without alteration.

50 Before reviewing a student's home school or competency work, assessment, or  
51 materials with regard to a request for credit, the District shall require documentation  
52 of compliance with [Utah Code § 53G-6-204](#) (relating to excuse from compulsory  
53 school attendance).

54 [Utah Admin. Rules R277-705-3 \(February 28, 2018\)](#)

55 [Utah Code § 53G-7-206 \(2018\)](#)

56 **Notice of Credit Requirements—**

57 Each school within the District shall provide to the parent(s) or legal  
58 guardian(s) of each student enrolling in the school specific and adequate notice of  
59 the District's requirements and limitations for awarding credit, including credits  
60 transferred from other schools or education providers and credits awarded from  
61 other sources under this policy.

62 [Utah Admin. Rules R277-705-3\(1\)\(b\) \(February 28, 2018\)](#)

63

64

Grand County School District

1 **Graduation:**  
2 ***Early Graduation Incentive***

3 **Early Graduation**

4 A student who has completed all required courses or otherwise demonstrated  
5 mastery of required skills and competencies and has satisfied state and District  
6 graduation requirements may graduate at any time provided the following conditions  
7 are met:

- 8 1. the student approves;
- 9 2. the parent(s) or guardian approves;
- 10 3. the student has a current plan for college and career readiness on file at the  
11 student's high school; and
- 12 4. a school official who is authorized by the principal or director approves the early  
13 graduation.

14 [Utah Code § 53F-2-501\(1\) \(2018\)](#)  
15 [Utah Admin. Rules R277-703-4\(2\) \(October 10, 2017\)](#)

16 **Scholarships for Early Graduation**

17 The District shall aid the early graduating student to apply for a Centennial  
18 scholarship provided under Utah Code § 53F-2-501(3)(a). In consultation with the  
19 student's parent or guardian and school advisor, a student seeking a Centennial  
20 scholarship shall indicate to the principal the student's intent to complete early  
21 graduation at the beginning of the 9<sup>th</sup> grade year or as soon thereafter as the intent  
22 is known.

23 [Utah Code § 53F-2-501\(3\) \(2018\)](#)  
24 [Utah Admin. Rules R277-703-4\(1\) \(October 10, 2017\)](#)

Grand County School District

1 **Graduation:**  
2 ***Middle School Graduation Requirements***

3 **Purpose of the Policy—**

4 To ensure that students achieve minimum academic proficiencies and to  
5 meet the requirements of state law requiring students to attain the competency  
6 levels and graduation requirements established by law. The Board adopts this  
7 policy as a directive to each middle school in the District.

8 **Remediation—**

9 Each middle school in the District shall establish a remediation program that  
10 is mandatory for any student who fails to meet the competency levels based on  
11 classroom performance in English, mathematics, science, and social studies.

12 **Advancements in Grade—**

13 Students who require remediation may not be advanced to the following class  
14 in subject sequences until they meet the required competency level for the subject or  
15 complete the required remediation program. However, students who would  
16 otherwise be scheduled to enter their first year of high school may be allowed to  
17 proceed to high school to complete their remediation program during the first year of  
18 high school.

19 **Scope of Remediation—**

20 Remediation courses shall not be unnecessarily repetitive or lengthy. A  
21 student need not repeat an entire class if remediation can be achieved reasonably  
22 through other means.

23 A fee may be charged to students to participate in remediation programs.

24

Grand County School District

1 **Graduation:**  
2 ***Adult Education Graduation***

3 **Adult Education Diplomas—**

4           The District will award an Adult Education Diploma to each adult education  
5 student who successfully completes the requirements established by the District  
6 within the time requirements for that completion. This diploma may not be upgraded  
7 or changed to a traditional, high-school specific diploma.

8           [Utah Admin. Rules R277-705-7 \(February 28, 2018\)](#)

9 **Adult Education Student Participation in Graduation Ceremonies—**

10           Adult education students do not participate in graduation activities and  
11 ceremonies for high school students in the District. The District may conduct  
12 separate graduation activities and ceremonies for adult education students.

13