

Faculty & Staff

Administration

Lori Thorn Principal
Tim Thompson Asst. Principal

Teachers

Jeff Bidulph P.E./Health
Eliza Bryan Ballroom
Charlotte Erickson Math
Kellie Fay Art
Mary Gale Accessibilities
Nora Garcia Math
Bruce Gardner Science
Jonathan Garfield Math
Bus Gillespie Social Studies
Jennifer Guiver Spanish/Health/US History
Blaine Greenhalgh Study Skills
Melanie Helm Science
Jeff Hill CTE
Jennifer Huffaker Math
Pat Johnson English
Judy Miller CTE
Mindy Monson English
Allison Mower English
Chris Petersen Law Enforcement
Amberly Phillips Social Studies
Eldon Randall English/Drama
Thomas Richey Guitar
Scott Schroeder English
Patrick Tolman Social Studies
Scott Willis English
Betty Woodruff CTE

Counselors

Ashley Billingham Counselor
Bus Gillespie Counselor

Staff

Kirk Anderson On-site Technician
Robbie Butler Study Skills Aide
Josh Bradford Lead Sweeper
Eliza Bryan Attendance Secretary
Jolene Campbell Psychologist
KC Childs Substitute
Pat Farnsworth Daycare
Karma Guthrie Registrar
Lori Hacking Tracker
Bryan Hardman Lead Custodian
Angela Hill Financial Secretary
Bailey Holmes Sweeper
Kim Holmes Admin. Secretary
Tino Hopoate Social Worker
Wes Johnson Custodian
Amber Lindsay Tracker
Teresa Madsen Accessibilities Aide
Kim Martinez Food Services
Sandy McAvoy Receptionist
Shelly Millgate Food Services
Chris Petersen Resource Officer
Shantel Robinson Daycare
Jan Robison Receptionist
Scott Schroeder Media Specialist
Connie Seegmiller Food Services
Robin Wright Tracker
Shannon Wyckoff Daycare



Polaris High School
1551 West 1000 South
Orem, Utah 84058
Main Office: (801) 610-8180
Fax: (801) 227-2447

<http://polaris.alpineschools.org>

Important Dates



Parent Nights

September 18, 2013 from 3:30 to 7:00 PM

November 20, 2013 from 3:30 to 7:00 PM

February 12, 2014 from 3:30 to 7:00 PM

April 22, 2014 from 3:30 to 6:00 PM – Awards Night from 6:00 to 7:00 PM

*Remember that one NC can be cleared for parent/guardian participation.

Mini Terms

Rather than the traditional quarter/semester breaks in the school year, Polaris has eight mini terms. Grades are recorded at the end of each mini term.

Mini Term Dates

Mini Term 1 Aug 20th – Sept 20th

Mini Term 2 Sept 23rd – Oct 25th

Mini Term 3 Oct 28th – Nov 26th

Mini Term 4 Dec 2nd – Jan 13th

Mini Term 5 Jan 14th – Feb 14th

Mini Term 6 Feb 18th – Mar 21st

Mini Term 7 Mar 24th – Apr 25th

Mini Term 8 Apr 28th – May 30th

No School Days

Sept 2nd Labor Day

Oct 10th – 14th Fall Break /PD

Nov 27th – 29th Thanksgiving/TCD

Dec 23rd – Jan 3rd Christmas Break

Jan 20th Martin Luther King Day

Feb 17th President's Day/Mar 10th PD

April 7th – 11th Spring Break/TCD/SD

May 26th Memorial Day

***PD – Professional Development, TCD – Teacher Comp Day, SD – Snow Day

Bell Schedule

Monday – Thursday

1st period8:25-9:10

2nd period9:14-10:01

3rd period10:05-10:50

1st lunch10:50-11:20

4th period11:24-12:09

4th period10:54-11:39

2nd lunch11:39-12:09

5th period12:13-12:58

6th period1:02-1:47

7th period1:51-2:36

Friday (Early Out)

9th period8:25-9:55

Advisory9:59-10:44

10th period10:48-12:18

Lunch.....12:18-12:45

Dismiss



**POLARIS
TITANS**

8th period2:40-3:25

Information



School Fees

Fees for all students will be \$150.00

Students who are unable to pay the above fees must fill out the Fee Waiver Application. Parents will be required to present proof of eligibility to the school in order to be approved.

If books or other equipment are checked out and not returned or damaged, the student/parents/guardians will be responsible to pay for damage or replacement of said item.

Transportation

- Students parking a vehicle on school property must purchase a parking pass in the office for \$5.00.
- Bus transportation is provided to students by Alpine School District.
- Students not within the regular day program hours will need to provide their own transportation.

Academic Success

Use the internet to check progress, attendance, and communicate with teachers. Go to: www.alpineschools.org and click on Parents/Students and then click on Skyward and enter your username and password. From there you may check daily attendance, weekly progress; assignment scores, missing assignments, review credit on an unofficial transcript, and communicate with teachers using email.

Advisory

Each student is expected to participate in an advisory class. The purpose of this class is to help monitor daily student progress with assignments and semester credits. It is held for forty-five minutes on Fridays. During this time students will discuss their personal learning plan with their advisor, monitor their weekly progress, and may attend mandatory tutoring based on their weekly progress.

Credit May Be Earned in the Following Ways

- Credits in M-TH Classes 1.00 Credit per class
 - The student earns credit in all eight classes for which he/she is enrolled and passes.
- Credit in Friday Classes 1.25 credit total for year
 - The student earns credit for completing ALL Friday classes.

Information



- East Shore Online High School Packet Completion .125 Credit
- Admin NC Restoration can be earned through:
 - Perfect Friday attendance (no absences or tardies)
 - No absences in Monday – Thursday classes in a mini term
 - No unexcused tardies Monday – Thursday in a mini term
 - Parent Night participation from parent/guardian (7 of 11 teachers)
 - Book Report from approved book list
 - Complete 2 packets for 1 NC recovery
 - Good Grades (Cs or higher) 1 NC recovery per mini-term
 - Great Grades (Bs or higher) 2 NCs recovered per mini-term
 - Excellent Grades (straight As) 3 NCs recovered per mini-term

NC Book List

Read a book from the following list and write a great five paragraph book report and turn it in to the Administration Office to recover an NC from a previous Alpine School District High School.

Book

Author

<i>A Long Way Gone: Memoirs of a Boy Soldier</i>	Ishmael Beah
<i>Nothing to Envy: Ordinary Lives in North Korea</i>	Barbara Demick
<i>The Greatest Generation</i>	Tom Brokaw
<i>Unbroken: A WWII Story of Survival, Resilience, and Redemption</i>	Laura Hillenbrand
<i>The Rescue: A True Story of Courage and Survival in WWII</i>	Steven Trent Smith
<i>Shipwrecked at the Bottom of the World</i>	Jennifer Armstrong
<i>The Adversity Advantage: Turning Everyday Struggles into Everyday Greatness</i>	Erik Weihenmayer, Paul G. Stoltz, and Stephen Covey
<i>The Last Lecture</i>	Randy Pausch
<i>I Am the Messenger</i>	Marcus Zusak

Policies



Rules of Conduct and Consequences

PHS provides a safe environment to foster student learning. Every student, teacher, and staff member deserves to be safe, feel safe, and be free from danger. Students attend school to learn academics, behavior skills, social skills, and work skills. Learning is enhanced in an organized environment where the establishment of academic and behavioral expectations is essential for student success.

- 1) A teacher may exclude a student from class when the seriousness of the offense, the persistence of the behavior, or the disruptive effect of the violation makes the continued presence of the student unacceptable.

If the student is to be sent home, the parent or legal guardian shall provide transportation.

Trespassing

PHS students are not allowed on any other property of Alpine School District unless they have official business. This includes the local Elementary, Jr. Highs, and High Schools within your neighborhood. Students who are caught on other property will be cited by the local police departments.

Smoking

Smoking is illegal under the age of 19. Smoking is prohibited on or within 1,000 feet of school property. Students who are caught smoking will be cited by the Orem Police.

Alcohol, Tobacco and Other Drugs

Polaris High is a Drug Free Zone. Students may not possess, use or distribute any alcohol, tobacco, other drugs (including any imitation controlled substance, e.g, “spice”) or paraphernalia within 1000 feet (approximately 3 blocks) of school property. Students breaking the policy will have their parents notified and will be referred to the police and school district for appropriate action, which may include a district expulsion hearing.

Language

Inappropriate language is not acceptable. Using inappropriate language will result in disciplinary action and may include suspension.

Discipline

School discipline will be followed according to Alpine School District’s policies and procedures.

Attendance

Students are expected to attend school every day when scheduled and arrive promptly. Absences may be excused by parent(s) or legal guardians. Utah law requires parents

to ensure the attendance of their children in school. Parents/guardians are expected to call the school the day of the absence.

Policies



- Parents must clear the absence with the office within **2 days of the absence. Two or more un-cleared absences will result in truancy intervention.**
- **Checking In/Out:** Students are required to check in and out of the office when arriving late or leaving before the end of the school day.
- **Parent permission is required for all students checking out. Parents may only excuse their own student.**

Hall Passes

Students are required to have a hall pass when out of the class (going to the office, restrooms, etc.). Students without a hall pass may be given a truancy.

Cell Phones and Electronic Devices

Cell phones and **ANY** other electronic devices that are not being used for teacher approved classroom activities are to be powered off and put away during class times.

School Administration will support policies written by individual teachers. These policies will be included in each disclosure document.

Students who are using an electronic device or cell phone during class in any way that disrupts class or school operations will be subject to the following disciplinary actions:

1st Offense

Students are asked to turn off the phone/device and discontinue use during class time. The teacher will review the policy with the student. The phone/device may be confiscated by the teacher and returned after class. The incident will be documented by the teacher.

2nd Offense

The phone/device is confiscated by a teacher or administrator. An administrator will contact and review the policy with the student's parent(s) or legal guardian. The phone/device will be returned at the end of the day to the student. The incident will be documented by the administrator.

3rd Offense

The phone/device is confiscated by a teacher or administrator and held in the office for six (6) days or voluntarily checked in with the administration office each morning for 12 school days. A parent or legal guardian will be notified of the need to meet with an administrator to retrieve the phone/device at the end of six (6) days. The incident will

be documented by the administrator. The student shall not remove the smart chip and battery when a phone/device is confiscated.

Policies



Subsequent offenses may result in one or more of the following actions, but are not limited to the following:

- The student will have a change of placement
- Administrative meeting with parents to discuss options

Students are personally responsible for the security of phones and electronic devices brought to the school. The school shall not assume responsibility for theft, loss, damage, or unauthorized calls made by non-owners. Device owners are jointly responsible for misuse and policy violation(s).

Closed Campus

PHS is a closed campus. Visitors must sign in at the main office. The purpose of this is to maintain a favorable learning environment as well as the general safety of the staff and students. Friends and visitors are not allowed to attend classes with students. Students may not leave campus during the school day unless they have been checked out prior to leaving school by a parent/guardian in the attendance office. Leaving campus without being properly checked out will show as truancy on the student's attendance record.

Bullying/Harassment

Polaris High will not tolerate bullying/harassing behavior, defined as any physical or verbal aggression, intimidation, initiation, or discrimination of any school employee, student, or guest. This also includes but is not limited to hazing, sexual, racial, religious, or disability related harassment. Name calling, belittling of others, inappropriate use of sexual language or words, and purposeful exclusion at school or school-related activities will not be tolerated. Bullying/Harassing behavior away from school or online may also result in legal and disciplinary actions, pending the impact such action has on the school learning environment and/or student safety.

Dress Code

Fads and extremes in student appearance tend to attract improper attention and interfere with the educational process. The Alpine School Board of Education requires students to conform to community standards and avoid extreme, unsafe or inappropriate dress appearance. State law also requires that appropriate footwear be worn at all times. Those who do not follow the dress and grooming standards may be asked to change or go home. Students who repeatedly wear inappropriate attire will be asked to conference with one of the administrators and their guardian/parent to resolve the problem.

Policies



The following list outlines examples of inappropriate dress, which should not be worn to school:

1. Tank tops or shirts with spaghetti straps
2. Shirts which show the midriff or belly
3. Short shorts or short skirts (length must be closer to the knee than mid-thigh; front, back, or side slits in skirts may not extend above mid-thigh)
4. Revealing clothing (too tight, too short, or exhibiting cleavage)
5. Display of undergarments - even through sheer fabric
6. Clothing with inappropriate language, slogans or pictures, including but not limited to drugs, alcohol, and violence
7. Any attire which identifies, promotes, or suggests illegal or gang activity is NOT permitted. This includes but is not limited to: bandanas, headgear, jewelry, symbols, insignia, the manner in which the clothing is worn, and other adornment signaling gang affiliation or illegal activities. Hats will be worn straight forward or straight back.
8. Low riding pants are unacceptable for both female and male students. It is unacceptable for undergarments to show at anytime.

Safe School Policy

The Alpine School District Safe Schools Policy prohibits disruptive acts and/or bullying; dangerous weapons; hazing/harassment; abetting; and gangs, secret societies, and hate groups; and the other prohibited acts as defined and described in these rules and regulations.

Definitions:

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

Dangerous weapons: Any item capable of causing death or serious bodily injury, or a facsimile or representation of the item. Dangerous weapons as defined by these rules shall include, but not be limited to, firearms, knives, metal knuckles, straight razors, explosives, poisons, drugs, and noxious, irritating or poisonous gases.

Hazing/Harassment: Intimidation of a student or staff member or any act that injures, degrades or disgraces a student or staff member.

Abetting: The act of supporting, encouraging, and/or assisting activities which violate the safe schools policy.

Policies



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

Other Prohibited Acts - Students may not:

- a. Wear, possess, use, distribute, display or sell any clothing, jewelry, emblems, badges, symbols, signs or other things which are evidence of membership or affiliation in any gangs, secret societies or hate groups.
- b. Commit acts, or use speech either verbal or non-verbal (gestures, handshakes, etc.), showing membership or affiliation in gangs, secret societies or hate groups.
- c. Use speech or commit any acts or omissions in furtherance of the interests of the gang, group or society, including, but not limited to 1) soliciting others for membership 2) requesting persons to pay for protection or otherwise intimidating or threatening any person 3) committing other illegal acts or other violations of school district policies 4) inciting other students to act with physical violence upon any other person, and 5) defacing school property (ie: books, lockers, walls, etc.).

Copyright Law

Copyright is a form of protection provided by the laws of the United States to the authors of “original works of authorship”. Internet use and software downloading are considered to be copyrighted unless otherwise specified. Unless there is a clear statement that the work you are copying from is free to use or is “public domain”, you must assume that it is copyrighted and contact the site’s owner for permission to use their work.

Home/Hospital

Home-hospital services are available for absences due to illness lasting longer than two weeks. If a student is absent at least two weeks but less than six weeks, arrangements can be made with the school to provide home-hospital services. If a student’s illness will be longer than six weeks, contact student services at Alpine School District for home-hospital services. A legal guardian’s signature and doctor’s note is required.

Homework Make-Up Policy

If a student has a legitimate reason for nonattendance on any given day, they shall, by policy, be given an opportunity to make up that assignment/project. Absences must be cleared through the office (801-610-8180) to receive homework for make-up.

Non-cleared absences may result in your inability to receive make-up work for the class missed.

Policies



Military

The Armed Forces Recruiter Access to Students and Student Information Act requires that schools make student names, addresses, and telephone numbers available to military recruiters.

Scholarships

Graduating seniors are able to apply for general scholarships and federal grants. More information can be obtained from your counselor.

CCR (College Career Readiness)

All students will participate in planning for **College and Career Readiness**. Students and parents will be invited to attend a CCR-guidance session with a school counselor.

Food Services



School Breakfast & Lunch

Breakfast	\$1.10
Reduced-Breakfast	\$0.30
Adult Breakfast	\$1.50
Lunch	\$2.00
Reduced-Lunch	\$0.40
Adult Lunch	\$3.00

Register for online meal payments at www.MyPaymentsPlus.com or your student can pay for meals in the lunch room at school.

Your student will NOT be able to charge meals.

Mini Term 1: Aug 20 - Sept 20

Menus and free & reduced meal applications are available on the following website:
www.alpineschools.org under departments - nutrition services - parent forms.

Monday	Tuesday	Wednesday	Thursday	Friday
	20 First Day of	21	22	23
26	27	28	29	30
2 No School Labor Day	3	4	5	6
9	10	11	12	13
16	17	18 Parent Night 3:30- 7:00	19	20

Mini Term 2: Sept 23 - Oct 25

Monday	Tuesday	Wednesday	Thursday	Friday
23	24	25	26	27
30	1	2	3	4
7	8	9	10 No School - Fall Break	11
14 No School Professional Development Day	15	16	17	18
21	22	23	24	25

Mini Term 3: Oct 28 – Nov 26

Monday	Tuesday	Wednesday	Thursday	Friday
28	29	30	31	1
4	5	6	7	8
11	12	13	14	15
18	19	20 Parent Night 3:30-7:00	21	22
25	26	27 No School – Teacher Comp	28	29

Mini Term 4: Dec 2 – Jan 13

Monday	Tuesday	Wednesday	Thursday	Friday
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23/30	24/31	25/1	26/2	27/3
No School – Christmas Break (December 23 to January 3)				
6	7	8	9	10
13				

Mini Term 5: Jan 14 – Feb 14

Monday	Tuesday	Wednesday	Thursday	Friday
	14	15	16	17
20 No School Martin Luther King Day	21	22	23	24
27	28	29	30	31
3	4	5	6	7
10	11	12 Parent Night 3:30-7:00	13	14

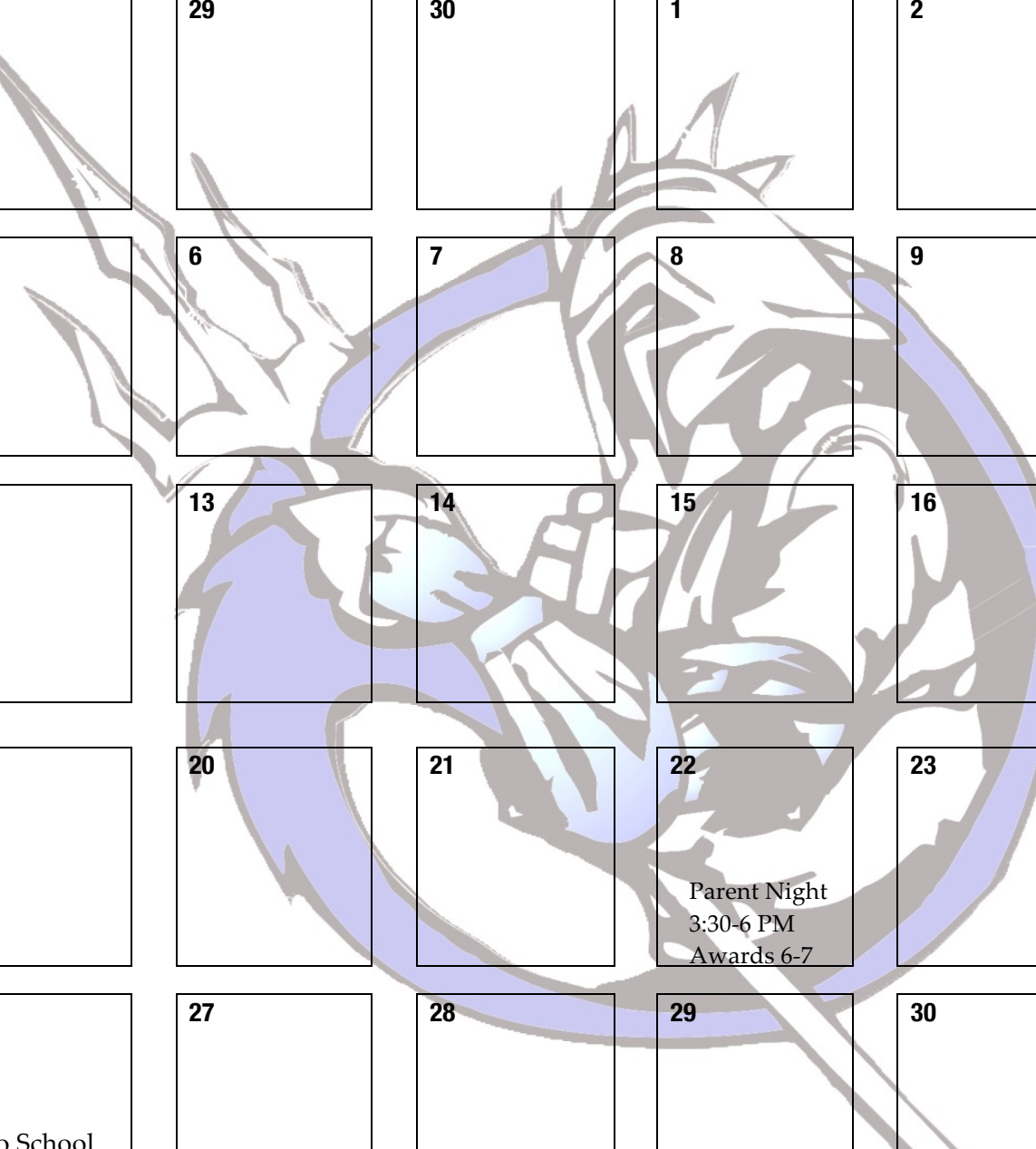
Mini Term 6: Feb 18 – Mar 21

Monday	Tuesday	Wednesday	Thursday	Friday
17 No School President's Day	18	19	20	21
24	25	26	27	28
3	4	5	6	7
10 No School Professional Development Day	11	12	13	14
17	18	19	20	21

Mini Term 7: Mar 24 – Apr 25

Monday	Tuesday	Wednesday	Thursday	Friday
24	25	26	27	28
31	1	2	3	4
7	8	9	10	11
No School – Snow Make Up Day/Teacher Comp Day/Spring				
14	15	16	17	18
21	22	23	24	25

Mini Term 8: Apr 28 – May 30



Monday	Tuesday	Wednesday	Thursday	Friday
28	29	30	1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22 Parent Night 3:30-6 PM Awards 6-7	23
26 No School Memorial Day	27	28	29	30 Last Day of School

Graduation Requirements

4.0 Credits Language Arts

1.0 English 9



1.0 English 10



1.0 English 11



1.0 English 12



3.0 Credits Science

1.0 Earth Systems, Biology, Chemistry, or Physics



1.0 Earth Systems, Biology, Chemistry, or Physics



1.0 Science Electives



3.0 Credits Math

1.0 Elementary Math



1.0 Advanced Math



1.0 Math Elective



2.0 Credits PE/Health

.5 Health



.5 Participation Skills



.5 Fitness for Life



.5 PE Elective



3.0 Credits Social Studies

1.0 United States History



.5 Geography



.5 World Civilizations



.5 Government & Citizenship



.5 Social Studies Elective



1.5 Fine Arts



.5 Computer Technology



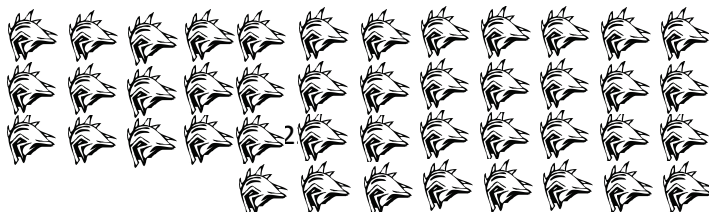
1.0 CTE




.5 Financial Literacy



5.5 General Electives



 = 1/8 credit (.125),
1 mini term class or 1 packet