

# Timpanogos High School

## *TIMBERWOLVES*

[www.ths.alpineschools.org](http://www.ths.alpineschools.org)

1450 North 200 East  
Orem, UT 84057

Main Office: 801-610-8175  
Attendance Office: 801-610-8177  
Counseling Office: 801-610-8176  
Main Fax: 801-223-3134

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### REGION VIII 5A SCHOOLS

Freedom Preparatory .....	1190 West 900 N, Provo .....	801-437-3100
Maple Mountain Golden Eagles .....	51 North 2550 East, Spanish Fork .....	801-794-9740
Provo Bulldogs .....	1125 North University Ave., Provo .....	801-373-6550
Skyridge Falcons .....	3000 North Center St., Lehi .....	801-610-8820
Springville Red Devils.....	1205 East 900 South Springville .....	801-489-2870
Timpanogos Timberwolves .....	1450 North 200 East, Orem .....	801-610-8175
Wasatch Wasps.....	930 South 500 East, Heber.....	435-654-0640

*Timpanogos High School offers opportunities to all students regardless of race, color, national origin, sex, or disability.*



Mr. DeWitt, Mr. Barth, Ms. Lindout, Dr. Jensen

## Welcome from the 2017-2018 Administrative Team

We care deeply about your success individually and collectively. We *expect* you to succeed. Your time here is short, so get in and get involved. Fully engage in your academic classes. Join something extracurricular—leadership, athletics, clubs, or service organizations. Enjoy the social life in high school but be fully engaged in becoming “future ready,” because your future is much closer than you realize.

Our commitment to you is that you will be prepared to go on to college, the military, a certification program, or the workplace. We expect *every* student at THS to plan for some kind of training/education after high school, and we are committed to preparing you for those opportunities.

While the math, science, and language arts skills you learn here are important, there is *much more* that you will gain at THS. Learning how to cultivate and navigate relationships is important. You must know how to collaborate, communicate, and think deeply—no matter what you do in your future. Understanding how to manage life’s pressures and stress is a must. Being a good citizen in every sense of the word matters. The team of teachers and staff at THS is as good as there is anywhere in the world, and they are prepared to help you develop the knowledge, skills, and dispositions that will prepare you for life now and for life after high school.

So, jump in and be engaged. Remember that “we are a community of one, striving for excellence.” Be excellent in whatever you decide to do. Don’t forget that “We learn not for school, but for life.” Ask yourself “where will I be in a year, or 2 years, or 3 years?” What will you need to do now to be prepared for those aspirations? It truly is a great day to be a T-wolf!! Let’s get to work.

Sincerely,

Dr. Jensen and Timpanogos High School Administrative Team

## **What It Means To Be A T-Wolf!**

As communicated by former Timpanogos High School student body presidents whose pictures now hang in the 100 hallway near the main office, expectations are high! We expect you to strive for EXCELLENCE in all aspects of your life! Let us be clear with regard to **“What It Means To Be A T-Wolf!**

### **1.) Strive for EXCELLENCE**

I give my **best** by striving for EXCELLENCE in all aspects of my life.

### **2.) Create a Personal Vision**

I develop a personal vision. I pursue post-secondary education or specialized training. I start now! I understand that it is my personal vision of what “Can Be” that drives my daily attitude, decisions, and behavior.

### **3.) Develop Good Habits -- Learn How to Learn**

I learn how to learn. I concern myself with concept and skill acquisition and mastery. I develop good habits that will help me learn at a high level (i.e. – organizational skills (planner/binder), time management, homework completion, class time use, etc.). **I am a lead learner in my own education.**

### **4.) Problem-Solve**

I am a problem-solver. When I encounter a difficult or challenging situation, I maneuver around, over, through, or under, in an effort to solve the problem. **I find solutions and follow the 95/5 rule. I spend 5% of my time acknowledging the issue and 95% of my time problem solving and finding solutions.**

### **5.) Explore Resources**

I understand that learning is hard work. If I don’t understand or cannot find the answer, I look for alternatives until I find a solution. I am resourceful; I explore all options. I never give up! **I see the cup half full. I focus on what I CAN control.**

### **6.) Learn to do "Hard Things"**

I challenge myself to do “hard things.” I am confident that I can find it within myself to finish, to achieve, and to succeed at whatever comes my way.

### **7.) See Endless Possibilities**

I see endless possibilities are in store for me if I believe in myself, develop a vision, and then pursue it relentlessly. **I develop and maintain a Growth Mind-Set and know that with effort and determination I can learn anything.**

### **8.) Communicate Effectively**

I am aware that I must learn to effectively communicate with my peers, my teachers, and my parents. I take the initiative to communicate.

### **9.) Self-Govern**

I make good choices. I understand what it means to be a T-Wolf! I “get” that I have been entrusted to do the right thing, **and to be where I am suppose to be when I am supposed to be there, doing what I am supposed to be doing, and doing it exceptionally well!**

### **10.) Embrace & Respect Differences**

I embrace, **accept**, and respect differences. I look for opportunities to get to know and learn from others. I don’t judge or make assumptions. I am sensitive and accept other’s unique individuality. I demonstrate a high level of respect toward my peers, my teachers, and my school. I take pride in the fact that my school represents EXCELLENCE!

We look forward to an outstanding school year. We welcome your input, ideas, resources, and critiques. Timpanogos is your school! We encourage you to get involved and make it better.

# *We are Timpanogos High School*

## *A Community of One Striving for Excellence*

### **Mission:**

- To empower all students to become life-long learners and contributors to society.

### **Motto:**

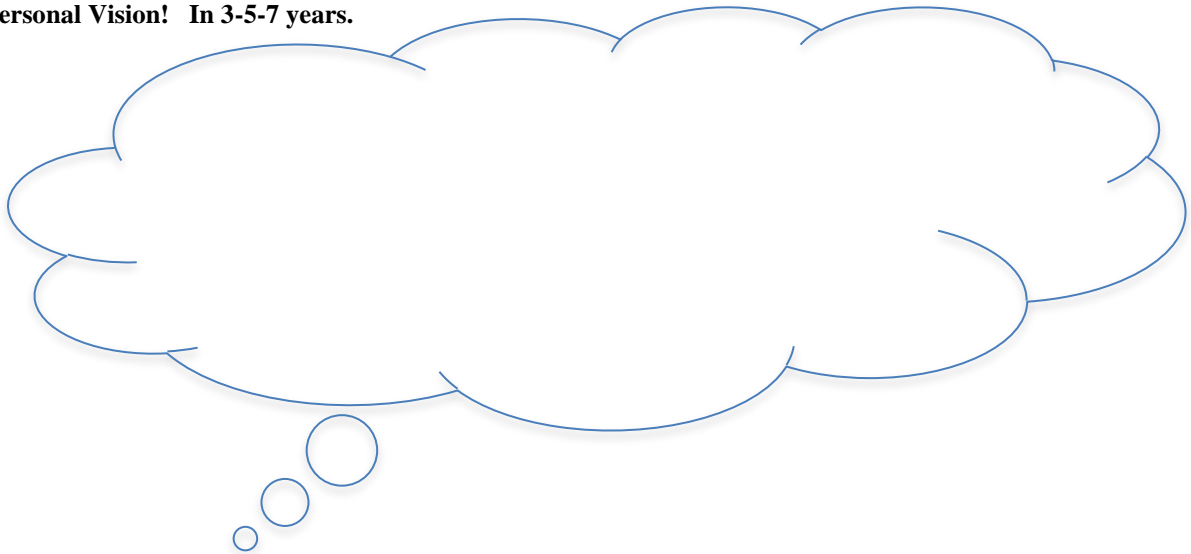
- “We learn, not for school, but for life!”

### **Vision:** ALL students...

1. ... learn how to learn, and learn at high levels
2. ... develop an intrinsic love for learning
3. ... achieve competence in every area of their educational experience and move toward excellence
4. ... earn a high school diploma and plan for post-secondary education or specialized training (college and career readiness – 21<sup>st</sup> century skills)
5. ... value, respect, and accept others’ unique individuality and know that they too are valued, respected, and accepted for who they are
6. ... feel that every day is, “A Great Day to Be a T-wolf!”



### **My Personal Vision! In 3-5-7 years.**



### **My Attendance Commitments:**

#### **My Commitments!**

I understand that my daily attitude, decisions, and behavior must align with my personal vision. Future opportunities depend on it! The following commitments will help me achieve my vision: Here are some examples: 1.) I will focus on learning concepts, not just earning a grade, 2.) I will be on time to my classes, 3.) I will stay organized by using a planner and binder, 4.) I will come to school rested, 5.) I will be prepared for school by completing my homework, 6.) I will give my best effort every day, 7.) I will embrace differences, and 8.) I will look for opportunities to meet others

- 1.)
- 2.)
- 3.)

# STUDENT LEADERS



Welcome back to school, T-Wolves!

I am so excited about this upcoming year. As your Student Body President I will do everything I can to make sure this year will be one you can look back on with pride. Timpanogos is a great school, with the best staff and students. One thing that will help to make it a great year is our attitude. As teenagers, I know many of us have busy, stressful lives trying to balance school, family, friends, jobs, etc., and it can become overwhelming. I know from experience that being negative never helps. I've discovered that having a positive attitude helps me to see the good even in the hard times. My wish this year for Timpanogos is for all of us to be positive. You get one chance to be a high school student, why not make it the best, full of great friendships and memories. As your Student Body President I promise to serve Timpanogos with my whole heart and a positive attitude. I also encourage you to look for ways you can be positive and serve others. Have a great year Timpanogos, and let's make it a great year for each other.

Harlee Hunsaker  
2017-2018 Student Body President

# 2017-2018 Student Body Officers



**Front Row:** Ashton Beck, Baylee Herrera, Kesli Johnson, Kaity Whittingham, Kea Denny, Brynley Colton, Bryton Bronson, Capri Eady, Taylor Spencer, Savannah McGill  
**Back Row:** Hanna Fee, Carson Saunders, Lydia Day, Harlee Hunsaker, Tanner Frahm, Jacob Udall, Emi Chowan, Mr. Park

## Senior Class Officers Class of 2018



Mia Barlow, Michael Perez, Evelyn Alton, Tess Donaldson  
(not pictured: Anna Christensen)

## **Junior Class Officers Class of 2019**



Kase Haas, Mary Donakey, Lorena Day, Grace Baker Daniel Seaman

## **Sophomore Class Officers Class of 2020**



Sam Turner, Callie Roberts, Ariya Holmberg, Audrey Jensen  
(not pictured: Christian Christensen)

# Esteem Team 2017-2018

# P.A.C.K.

PRIDE ☆ ACTION ☆ CULTURE ☆ KINSHIP

## P.A.C.K. Mission Statement 2017-2018

As members of P.A.C.K., we aspire to show our support in the school and in the community by respectfully recognizing teachers, administrators, peers, and community members by being kind and supportive of everyone. We aim to unify the Timpanogos community and to build T-Wolf pride. We will get others aware and involved by boosting activity attendance and by providing service opportunities. We will create meaningful service projects that will involve the whole school and get the students excited about service. We also promise to represent Timpanogos High School through being positive influences on the school.





# Latinos in Action

Part of THS's student leadership coalition, Latinos in Action is a key service and leadership organization. The mission of LIA is to inspire all students, through culture, service, leadership, and educational excellence, toward the goal of college graduation. LIA members serve as tutors and mentors in the elementary schools and throughout the community, and exemplify pride in their personal and cultural identity.



# National Honor Society



**Top Row L-R:**

Emily Thompson, Annalee Brady, Abby Lee, Annie Bounthot, Oaklee Gardner, Jennifer Pelagio

**Bottom Row L-R:**

Kali Miller, Tyler Weber, Cameron Jones, McKay Meeves, Derek Bonney, Kaylee Olvera

**Not Pictured:**

McKay Manning, Ben Berlin

**Advisors:**

GwendeLynn Adams, Eliza Ringer

## District & School Personnel

### ALPINE SCHOOL DISTRICT

#### Superintendent and Board Of Education

Dr. Sam Jarman, Superintendent  
Kimberly Bird, Adm. Asst. to Superintendent  
David Stephenson, Public Relations  
Dr. John Patten, Asst, Superintendent Educational Services & Schools  
Rob Smith, Asst, Superintendent of Business Services  
John C. Burton, Board President  
JoDee C. Sundberg, Board Vice President  
Dr. Mark J. Clement Board Member  
Sara M. Hacken, Board Member  
Wendy K. Hart, Board Member  
Paula H. Hill, Board Member

### TIMPANOGOS HIGH SCHOOL

#### Administration

Dr. Joe Jensen, Principal	Students Re-Z
Jane Lindout, Assistant Principal	Students M-Ra
Chas DeWitt, Assistant Principal	Students A-D
Paul Barth, Assistant Principal	Students E-L

#### Faculty & Assignments

GwendeLynn Adams	Math	Sandy Hopkin	Adult Roles/Child Dev
Sara Baldwin-Brown	Interior Design	Izzy Ingle	Health/Guided Studies
Aaron Bales	ED Unit Special Ed.	Ashley Isenhour	Art
Mark Bell	English	Erik Jensen	ASL/Art
Jody Benson	Visual Arts	Carl Johnson	Orchestra
TJ Bertrand	Psychology	Cathy Keller	Media Specialist
Hope Blackburn	Ag	Denise Kelley	Life Skills
Frank Bramall	PE	Joette Kuhni	Science
Tricia Bray	Social Studies	Laura Landis	Math
Robyn Bretzing	PE	Stephen Leach	Computer Programing
DeeAnn Brewster	Special Education	Chantel Lofthouse	Social Studies
Dan Broadbent	Physics	Stephanie Lyon	Math
Agnes Broberg	Drama	Chelsie Morrell	English
Steve Brown	Electronics	Michael Nagro	English
Kris Caldwell	Business/Financial Lit	Chris Nelson	Instrumental Music
Richard Collette	Applied Technology	Kim Nelson	Med. Anatomy/Health
Kori Crampton	English	Kristine Newsome	TDT/Dance
Brooke Davies	Social Studies	Alex Nicholes	Guided Studies
Anna Davis	Art	Doug Olsen	Social Studies
Benjamin Dietrich	Math	Greg Park	English
Makayla Dodge	East Shore	Taylor Pritchett	Life Skills
Marcus Draper	Spanish	Hunter Reynolds	Welding
Steve Durtschi	Vocal Music	TJ Richards	Chemistry
Karoline Fisher	Ballroom	Eliza Ringer	Math
Devin Fisher	English	Anna Robison	German
Alyssa Flanagan	Digital Bus Apps	Brian Saxton	English
Diane Gardner	School to Careers/English	Eric Schultz	Special Ed
Clint Goldman	Physics/Chemistry	Caleb Scoville	Spanish
Bret Goodwin	Building Construction	Mike Sellars	Business
Garrett Greenland	Swim Coach	Haley Steed	LA Competition
Kristin Greer	English	Julie Stone	Special Ed.
Cindy Hansen	English/ELD	Byron Tanner	Drivers Ed.
Jeremiah Hartsock	Math	Daniel Tervort	Guided Studies
Arlene Herrick	Social Studies	Andy Thorup	Law Enforcement
Josh Heward	AP Biology/Zoology/Biotech	Austin VanDyke	Web Development
Nalene Hilton	FACS	Kristi Vander Wilt	Math
Shelby Hooley	Cheer	Claire White	Art/Photo

Camilla Wilding-Carpenter ASL 2  
 Tristan Wilkie Math  
 Holly Wood Math

Nicole Wright  
 Glen Zobell

Sewing  
 Biology

**Counselors**                      **Students Last Name**  
 Geoff Bury                      **A - D**  
 Taunia Sloat                      **E - L**  
 Holly Dahle, Chair              **Re-Z**  
 Maja Stocking                   **M – Ra**

**Classified Staff & Assignment**

Karen Carter                      Administravtive Secretary  
 Cindy Ah Mu                      Main Office Receptionist  
 Georgian Borwegen              Lunchroom  
 Barb Dawson                      Attendance  
 Amy Erickson                      Lunchroom Manager  
 Joan Gull                              Copy Center  
 Norley Hall                           Lead Custodian  
 Suzy Hansgen                      Registrar  
 Melissa Harrington              Lead Custodian  
 Freddi Johnson                   Student Finance  
 Bryan Koyle                        Lead Custodian  
 Liz Lloyd                              Financial  
 Annette Merrell                    Counseling Center

**PTSA Board and Advisory Council 2017-2018**

**Parent ↔ Teacher ↔ Student ↔ Association**

**Executive Committee**

Co-President.....Michelle Sorensen  
 President-Elect .....Lori Glenn  
 Past Present .....Sandi Snowden  
 Legislative .....Rebecca Griffin  
 Secretary .....Amy Nielsen  
 Teacher VP.....  
 Administrative VP.....Dr. Joe Jensen

**Commissions (Chair, Committee Members)**

Awards .....Margie Holt  
 Fund-Raising .....Amber Saunders  
 Homecoming Carnival .....Miwako Farley  
 Homecoming Carnival/Harmon's.....  
 Leadership .....Tamara Pinder  
 Membership .....Joe Rivest  
 Parades .....  
 Reflections .....Natalie Peterson  
 Reflections .....Mauri Staker  
 Scholarships .....Valerie Unbehacht  
 Strengthening Families Dinner.....Julie Lewis  
 Student Appreciation .....Michelle Brady  
 Teachert Appreciation .....Heather Stratton  
 Teacher Appreciation .....Renee Thomas

# 2017-2018 Bell Schedules

## Monday (Teacher Consultation /Early-Out)

A1/B5.....	7:45 – 8:49.....	64 minutes
	<b>Passing 8:49 - 8:54 5 minutes</b>	
A2/B6.....	8:54 – 9:58.....	64 minutes
	<b>*Consultation time..... 9:58 – 10:18.....</b>	<b>20 minutes</b>
	<b>Passing 10:18 - 10:23 5 minutes</b>	
A3/B7.....	10:23 – 11:32.....	69 minutes(includes T-wolf TV)
Lunch .....	11:32 – 12:06.....	34 minutes
	<b>Passing 10:18 - 10:23 5 minutes</b>	
A4/B8.....	12:11 – 1:15.....	64 minutes

**\*Teachers are available in their classrooms during this time to consult with and assist individual students and/or parents.**

## Tuesday – Friday

*A1/B5.....	7:45 – 9:09.....	84 minutes
	<b>Passing 9:09 - 9:14 5 minutes</b>	
*A2/B6.....	9:14 – 10:38.....	84 minutes
	<b>Passing 10:38 - 10:43 5 minutes</b>	
*A3/B7.....	10:43 – 12:12.....	89 minutes (includes T-wolf TV)
Lunch .....	12:12 – 12:46.....	34 minutes
	<b>Passing 12:46 - 12:51 5 minutes</b>	
*A4/B8.....	2:51 – 2:15.....	84 minutes

**\* In order to allow the teacher to work with a smaller group of students on mastering the learning objectives of the course, some other students may be released to the commons, media center, or cafeteria during the last 20 minutes of selected class periods. This Second Effort Time (SET) is an option available to teachers on Tuesday and Wednesday.**

# Special Schedules

## Pep Assembly

A1/B5 .....	7:45 a.m. - 9:00 a.m.....	75 minutes
A2/B6 .....	9:06 a.m. - 10:21 a.m.....	75 minutes
<b>Assembly .....</b>	<b>10:27 a.m. - 11:02 a.m. ....</b>	<b>35 minutes</b>
A3/B7 .....	11:08 a.m. - 12:23 p.m.....	75 minutes
Lunch and passing .....	12:23 p.m. – 1:00 p.m. ....	30 minutes
A4/B8 .....	1:00 p.m. - 2:15 p.m.....	75 minutes

## Double Assembly

1<sup>st</sup> Period.....7:45 a.m. - 8:53 a.m.

<u>Assembly</u>	
All students report for 2 <sup>nd</sup> period roll at 8:58. 1 <sup>st</sup> assembly students will return to their 2 <sup>nd</sup> period class after the assembly. All class periods are approximately 67 minutes long.	
<b>1<sup>st</sup> assembly</b> ..... 9:06 a.m. - 10:06 a.m.	<b>2<sup>nd</sup> assembly</b> .....10:16 a.m. - 11:16 a.m.

2<sup>nd</sup> Period (those attending 2<sup>nd</sup> assembly).....8:58 a.m. - 10:06 a.m.

2<sup>nd</sup> Period (those attending 1<sup>st</sup> assembly)...10:11 a.m. - 11:16 a.m.

3<sup>rd</sup> Period.....11:21 a.m. - 12:29 p.m

Lunch & Passing.....12:29 p.m. - 1:04 p.m

4<sup>th</sup> Period (includes T-Wolf TV).....1:04 p.m. - 2:15 p.m

**FIRST ASSEMBLY** (9:06 a.m. - 10:06 a.m.) Includes all classes in the 200 and 300 halls and wings off of those halls including: Child Care, Foods, English, Art, FOT, Welding, Aircraft Pilot, Foreign Language, Science in the 200 hall, and Released Time classes.

**SECOND ASSEMBLY** (10:16 a.m. - 11:16 a.m.) Includes all classes in the 100 hall and off the 100 hall including: Business, Computers, Math, History, Science in the 100 hall, Special Ed., Counseling, Drama, Dance, Music, Men/Women PE classes.

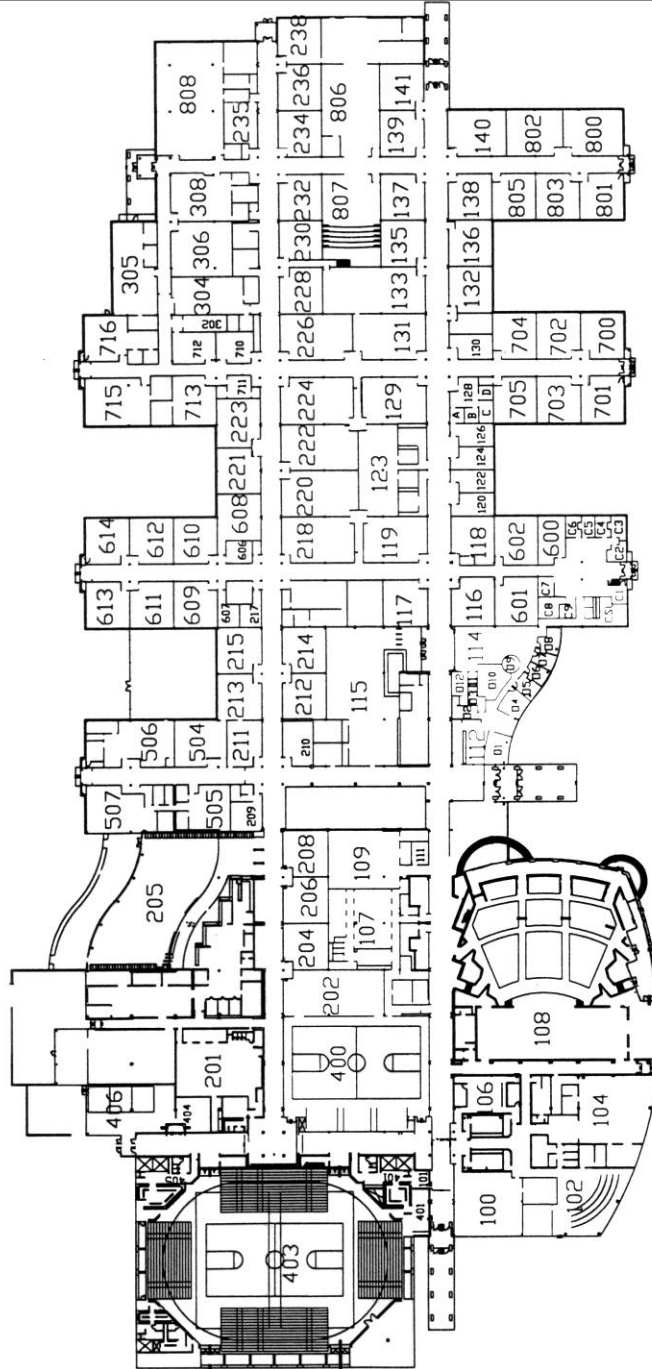
**Alpine School District  
2017-2018  
High School Fee Schedule  
10<sup>th</sup>, 11<sup>th</sup>, & 12<sup>th</sup> Grade**

*(Fees Not To Exceed Printed Amounts)*

<b>Fees For All Students</b>		Graphing Calculator Rental	20.00
Activity Fee	\$30.00	Parking Sticker	5.00
Instructional Materials	35.00	<b>East Shore High School Online Fees</b>	
Deposit (Refundable)	15.00	Yearly Registration Fee (365 days access)	100.00
Technology Fee (per student)	45.00	Digital Curriculum Unit (1/8 <sup>th</sup> Credit)	5.00
Locker Fee	2.00	30-Day Renewal	5.00
Library Fee	2.00	Out-of-District - Additional	100.00
		Online Drivers Education	45.00
<b>Course Fees</b> (dependent upon the courses taken by the individual student)		<b>Polaris High School</b>	
Art (per course)	\$25.00	Flat Fee	\$150.00
AP Art (per semester)	25.00	-	
Drafting	20.00		
Drama	60.00		
Drama Tech	10.00		
Family & Consumer Science Lab	10.00		
Music Instrumental Rental	70.00		
Photography	15.00		
Pro-Start	20.00		
General P.E. (Per Semester for P.E.)	5.00		
Lifetime Activity P.E. Fee	45.00		
Science	15.00		
Shop	15.00		
<b>Driver Education:</b>			
-Coursework (during school day)&Range/Road	95.00		
-Online Drivers Ed Course (\$45) Range/Road (\$95)			
	total \$140.00		
-Before/After School Course (\$45) Range/Road (\$95)			
	total \$140.00		
-Summer: Coursework (\$45) Range/Road (\$95)			
	total \$140.00		
<b>Participation Fees</b>			
Extracurricular Sports – Per Activity	\$100.00		
(Athletic Trainers, Transportation, Officials)			
Performing Groups – Per Activity	50.00		
(Adjudicators, Judges, Transportation)			
<b>Extra Curricular</b>			
Per Activity – <i>not to exceed</i>	\$900.00		
Drill, Band - <i>not to exceed</i>	\$1,000.00		
(Includes: Uniforms, Personal Equipment and Apparel. Does not include national competitions.)			
<b>Miscellaneous Fees</b>			
Schedule Change	\$5.00		

Policy No. 5146(f)

# Timpanogos School Map





# Alpine School District 2017-18 AB Calendar

August/September				
M	T	W	TH	F
	22 A	23 B	24 A	25 B
28 A	29 B	30 A	31 B	1 A
4 A	5 B	6 A	7 B	8 A
11 B	12 A	13 B	14 A	15 B
18 A	19 B	20 A	21 B	22 A
25 B	26 A	27 B	28 A	29 B

October				
M	T	W	TH	F
2 A	3 B	4 A	5 B	6 A
9 B	10 A	11 B	12 A	13 B
16 A	17 B	18 A	19 B	20 A
23 B	24 A	25 B	26 A	27 B
30 B	31 A			

November				
M	T	W	TH	F
		1 B	2 A	3 B
6 A	7 B	8 A	9 B	10 A
13 B	14 A	15 B	16 A	17 B
20 A	21 B	22 A	23 B	24 A
27 A	28 B	29 A	30 B	

December				
M	T	W	TH	F
				1 A
4 B	5 A	6 B	7 A	8 B
11 A	12 B	13 A	14 B	15 A
18 B	19 A	20 B 1/2 day	21 A	22 B
25 A	26 B	27 A	28 B	29 A

January				
M	T	W	TH	F
1 B	2 A	3 B	4 A	5 B
8 B	9 A	10 B	11 A	12 B
15 B	16 A	17 B	18 A	19 B
22 A	23 B	24 A	25 B	26 A
29 B	30 A	31 B		

February				
M	T	W	TH	F
			1 A	2 B
5 A	6 B	7 A	8 B	9 A
12 B	13 A	14 B	15 A	16 B
19 B	20 A	21 B	22 A	23 B
26 A	27 B (ACT)	28 A		

March				
M	T	W	TH	F
			1 A	2 B
5 B	6 A	7 B	8 A	9 B
12 A	13 B	14 A	15 B	16 A
19 B	20 A	21 B	22 A	23 B
26 A	27 B	28 A	29 B	30 A

April				
M	T	W	TH	F
2 B	3 A	4 B	5 A	6 B
9 B	10 A	11 B	12 A	13 B
16 A	17 B	18 A	19 B	20 A
23 B	24 A	25 B	26 A	27 B
30 A				

May				
M	T	W	TH	F
	1 B	2 A	3 B	4 A
7 B	8 A	9 B	10 A	11 B
14 A	15 B	16 A	17 B	18 A
21 B	22 A	23 B	24 A	25 B
28 B	29 A	30 B	31 A	

**1st Term**  
August 22 - October 18

**2nd Term**  
October 24 - Dec. 20

**3rd Term**  
January 3 - March 9

**4th Term**  
March 12 - May 31

**Trimester 1**  
August 22, 2017 - November 17, 2017

**Trimester 2**  
November 20, 2017 - February 23, 2018

**Trimester 3**  
February 26, 2018 - May 31, 2018

HS Activity Moratorium dates can be found at: [uhsaa.org/calendar/Moratorium.php](http://uhsaa.org/calendar/Moratorium.php)

August 17- Professional Development  
 August 18, 21- Teacher Contract Days  
 August 21 - 7th/10th Grade Day (optional)  
 August 22- First Day of School  
 September 4- Labor Day  
 October 19-20- Fall Break  
 October 23- Professional Development  
 November 22- Teacher Comp. Day  
 November 23-24- Thanksgiving Break  
 Dec. 20 (half day) - Jan. 2- Christmas Break

January 15- Martin Luther King Day  
 February 19- Washington-Lincoln Day  
 February 27- ACT Test (High school ACT, Junior High attend all 8 periods)  
 March 5- Professional Development  
 April 2- Snow Make-up Day  
 April 3- Teacher Comp. Day  
 April 4-6- Spring Break  
 May 28- Memorial Day  
 May 31- Last Day of School

Rev. 5/8/17

# Timpanogos Code of Conduct

Academic Honesty

Attendance

Dress and Grooming

Electronic Devices

Safe Schools

**“For the strength of the Pack is the Wolf, and the strength of the Wolf is the Pack.”** Rudyard Kipling

*We are indeed a community of one, striving for excellence! As we do so together, each one of us impacts and influences all other members of our community. This code of conduct clarifies expectations and commitments to each other in certain key areas.*

*Each individual student’s behavior affects the academic environment, and either helps or hinders our collective focus on learning. Because we are committed to the success of all students, **THIS IS HOW WE ROLL at Timpanogos!***

**\* As the STATE LEGISLATURE AND STATE SCHOOL BOARD make changes to Attendance and Discipline Policies and Procedures, Alpine School District and local school policies and procedures will be updated and will be communicated at that time.**

# Academic Honesty

THS administration and faculty expect and require each student to maintain academic integrity, including but not limited to, avoiding cheating, plagiarism, and fabrication as defined hereafter.

1. **Cheating** involves the use or the attempt to use unauthorized information, materials, or other aids in academic work. Cheating also includes providing others with said unauthorized aids, or preparing work for another student. Examples of cheating include, but are not limited to
  - ✓ passing examination questions or answers to others
  - ✓ copying another's work
  - ✓ providing materials for copying.

2. **Plagiarism** involves the presentation of another person's or group's ideas or work (e.g. written, artistic, graphic) or portions thereof, not generally recognized as common knowledge, and passing them off as the product of one's own work in any academic exercise or activity.

According to the Merriam-Webster Online Dictionary, to "plagiarize" means:

- ✓ ...to steal and pass off (the ideas or words of another) as one's own.
- ✓ ...to use (another's production) without crediting the source.
- ✓ ...to commit literary theft.
- ✓ ...to present as new and original an idea or product derived from an existing source.

3. **Fabrication** involves the use of invented information, the falsification of research or other findings, or the deliberate misrepresentation of another's work. Examples include but are not limited to :
  - ✓ outright fabrication of quotations, research or data
  - ✓ concealment or distortion of the true nature, origin, data, function, or conclusions of real or fabricated elements
  - ✓ citing information not derived from the source indicated
  - ✓ listing sources in a bibliography not used in the academic exercise
  - ✓ incorrect documentation (either intentional or unintentional) of primary or secondary sources.

Consequences for proven acts of cheating, plagiarism, or fabrication, whether intentional or otherwise, shall be determined on an individual basis by instructors, counselors, and administrators, depending on the frequency and severity of the transgression(s).

Consequences may include, but are not limited to:

- ✓ no credit for the assignment and its associated components
- ✓ having to redo the assignment for no, partial, or full credit as determined by the instructor
- ✓ I (incomplete) or F (fail) for the class as determined by the individual teacher.
- ✓ transfer out of the class or program
- ✓ loss of honors or other distinctions
- ✓ loss of extra-curricular or other participation privileges (including athletics) as per agreement with both the teacher and the respective coach.

Sources: Merriam-Webster's Online Dictionary

Turnitin.com <plagiarism.org>









UVU's Statement of Rights and Responsibilities (Online Catalog 2005-2006)

**THS STUDENT ATTENDANCE for SUCCESS AND SAFETY**

Attendance matters. **Student success** is most likely to be achieved with good attendance. We will do all we can to make school engaging. Students increase their chance at both academic and social success by being here every period. When a student misses class, it is impossible to recreate the discussion or activities that happened in class. In the past, learning content to pass a test has been too much the focus in school. To be future-ready, we must build the capacities of creativity, collaboration, critical thinking, and communication by using that content in class to go beyond just information that might be on a test. When a student misses class, they create gaps in these capacities. That is why it states in district policy that “students should be in attendance and participate every possible day of the school year in order to receive maximum benefit from their educational opportunities.” (ASD Policy 5156 1.2.1)

**WHAT ARE YOUR CHANCES OF BEING SUCCESSFUL?**

Missing a class here or there doesn't seem like much but...

When you miss just...	that equals...	which is...	and over 13 years of schooling that is...	which means that best that you can perform is...	
1 Day every two weeks	20 Days per year	4 Weeks per year	Almost 1 ½ Years	YOU 	Equal to finishing 11 <sup>th</sup> grade.
				Other Students 	
1 Day each week	40 Days per year	8 Weeks per year	Over 2 ½ Years	YOU 	Equal to finishing 10 <sup>th</sup> grade.
				Other Students 	
2 Days each week	80 Days per year	16 weeks per year	Over 5 Years	YOU 	Equal to finishing 7 <sup>th</sup> grade.
				Other Students 	
3 Days each week	120 Days per year	24 Weeks per year	Almost 8 Years	YOU 	Equal to finishing 4 <sup>th</sup> grade.
				Other Students 	



Attendance also matters for **student safety**. The safest place a student can be is *in class*. If a student misses class for any reason it should be excused by a parent. When a student has an unexcused absence, we will work diligently to notify parents.

Therefore, for both student success and student safety, a student should NEVER miss school without their parent's knowledge and we need parents to excuse their children when they know they are absent. We hope our whole community (students, parents, and teachers) can embrace the value in knowing where students are throughout the school day by not allowing unexcused absences to go unaddressed.

## **ABSENCES**

To make parents more aware of their student's attendance, we will

1. Improve the accuracy of our attendance.
2. Send an automated caller to parents after **EVERY PERIOD** to notify if your student was absent.
3. Work to notify parents and have student/parent/school official conferences when patterns of unexcused attendance or excessive tardies emerge.
4. Encourage all parents to download the Skyward App on your phones so you can easily see student attendance and grades anytime. (The app is free and instructions for download are on the website)

Utah State Law (Utah Code Section 53A-11-101) requires parents/guardians to ensure regular attendance at school by school-age minors for whom they are responsible. To promote student **SUCCESS** and **SAFETY** we expect students to be present in every class, every day. However, parents/guardians may occasionally need to excuse students due to illness and emergencies. This should be done as soon as possible. (preferably the morning of the absence) Parents can excuse an absence up to two weeks after the day missed, but we encourage you to do it as soon as you know the student will be absent. Excused absences will show with an (E) code in Skyward attendance records. Absences that are unexcused (X) after two weeks will be considered a truancy (Y).

## **EXCUSING ABSENCES**

Parents may excuse absences by sending a note during school hours or calling the attendance office at 801-610-8177, **twenty-four hours a day**. An excused absence clears a student only from unexcused absences; however, it does not remove the absence from the attendance records. Truancies may **NOT** be excused. When excusing an absence(s) with a note or on the phone, parents should include:

- A) Student name
- B) the date of the absence(s)
- C) specific class period(s) missed
- D) and a phone number where the parent can be reached

When writing a note please include the date it is written and parent signature. Fraudulent excusing of absences may result in student suspension and loss of privileges for all involved.

Students are responsible to make up any work, quizzes and/or tests missed during their absence. Students have the responsibility to arrange for makeup work with their teachers.

### **PRIOR APPROVAL FOR ANTICIPATED ABSENCES**

If a student is planning to have an absence, a Prior approval form should be filled out by the student and signed by the parent/guardian before the absences to help facilitate coordinating make-up with the teacher. Forms may be picked up in the Attendance Office. The student accepts the responsibility for getting materials/notes, for completing assignments and making arrangements for any testing prior to or upon return of absence as required by each teacher. Parents and students should realize that any extended absence may adversely affect grades due to missed labs, participation points, etc. If denied, the student will be advised in person and the parent will be notified. Even if an extended absence is pre-approved, it has the potential to hurt grades due to what the student will miss by not being in class.

### **STUDENT CHECK-IN/CHECK-OUT**

All students must check into the Attendance Office if they arrive ten (10) minutes or more after the tardy bell rings. However, arriving late to class constitutes a tardy, which cannot be excused. Anytime a student leaves campus during class time, the student must check-out through the Attendance Office and then check back in if they return that day.

### **TARDIES**

Punctuality is an important life skill and tardiness is extremely disruptive and disrespectful to teachers and peers. A student is considered tardy if he or she is not in the classroom when the tardy bell stops ringing. Only teachers, counselors, or administrators may excuse a student's tardy. Students who come to class after ten (10) minutes are marked very late (which counts as a tardy) and must have a slip from the Attendance Office. In an unusual circumstance (i.e., car accident) a parent may appeal a tardy to be excused by an administrator. We recognize that students will occasionally have a legitimate reason to be tardy. But they should be rare exceptions. Teachers can set classroom consequences for tardies. If a student starts to have excessive tardies, the attendance advocates and administration will work with students and their parents to address those situations.

### **CONSEQUENCES FOR POOR ATTENDANCE**

By far, the biggest consequences for poor attendance are the learning gaps and safety issues that arise from truancy. But, there are some other short term consequences the school can enforce in situations where chronic unexcused attendance becomes a problem.

We will work diligently to team with students and parents to encourage excellent attendance. When attendance problems arise, student advocates will work with the students and parents to improve attendance. However, if attendance issues continue, an administrator will become involved and students could start to lose extracurricular privileges such as:

- Field Trips
- Athletic competitions
- Participation in performing arts competitions

- Club Activities
- Senior Grad Activities (Lagoon Day, etc.)
- Date Dances (Homecoming, Sadie's, Prom, etc.)
- Other activities in the school

### **ATTENDANCE RESPONSIBILITIES:**

#### **Reminders:**

- After 10 school days an unexcused absence (X) will become a truancy (Y) if it is not excused by a parent/guardian.
- Parents must call the Attendance Office to check a student out. We discourage parents to contact a student directly via cell phone/text, because this will disrupt learning for other students.
- Leaving campus without parental permission and going through the proper check-out procedure in the Attendance Office for any reason will be considered a truancy (Y).

#### **Students will:**

- Be where you are supposed to be, when you are supposed to be, doing what you are supposed to be doing.
- If you are absent make sure a parent knows and excuses the absence.
- Be on time to class.

#### **Parents will:**

- Be aware of student attendance through Skyward APP.
- Excuse students when they have a legitimate absence. (Call at 801-610-8177 or write a note)
- Don't excuse student if student is not legitimately absent.

#### **Teachers will:**

- Keep accurate records of students' absences and tardies.
- Deliberately create an environment conducive to good attendance by beginning class on time and provide meaningful and engaging classroom instruction each day.
- Discuss attendance issues with students as they arise and inform the school counselors or administrators if attendance does not improve.

#### **Student Advocates will:**

- Keep students, parents/guardians, advocates, counselors, and administrators, informed of attendance issues.

- Notify students and their parents/guardians of excessive absenteeism by phone message or letter/postcard.
- Review attendance records and help resolve discrepancies.
- Provide check-in/check-out slips upon receiving a note, email, phone call or in person by any adult authorized by the student's parent/guardian.

**Counselors/Admin will:**

- Work collaboratively with advocates, teachers, counselors and parents/guardians to identify and contact students with trancies or habitual tardies.
- Counsel with student in regards to attendance concerns.
- Make an attendance plan to help students improve truant behaviors.
- Correspond with parents/guardians when students have attendance issues by phone or email.
- Make home visits as needed in order to resolve attendance concerns.

The THS attendance policy has undergone substantial changes in the past year based on feedback from the administration, teacher committees, students, the School Community Council, and the PTSA. The changes reflect shifts in state law and district policy. We will monitor the effectiveness of what we are doing and make adjustments as needed, based on further input from these various stakeholders.

## **THS Dress and Grooming Standards for School and Stomps**

At Timpanogos High School we are a community of one striving for excellence in all areas of life. Timpanogos students are expected to contribute to a positive learning environment by reflecting excellence in their appearance. In accordance with district policy, clothing worn to school should be safe, modest, and appropriate. State law requires that shoes be worn at all times. Those who do not follow the code may be asked to change or may be sent home until they conform to the School Board policy. "Adherence to these dress and grooming standards will be the responsibility of the student and his/her parents or guardian. Failure to conform may involve the student's dismissal from school or, in the case of a special activity which requires special dress or grooming, the student being restricted from participation." Policy No. 5152, 1.1.5

- A. Hair should be clean and well groomed. Hairstyles distracting in appearance or needing constant attention are not acceptable.
- B. Footwear: By Utah Health and Safety Codes all students are required to wear appropriate footwear to school. Footwear must not mark or damage floors.
- C. Clothing which is distracting to the educational process must be avoided. Clothing must be worn with no display of undergarments. Shorts, skirts, and dresses must be mid-thigh or below. Strapless tops, halter tops, bare midriffs, bare backs, tank tops, spaghetti straps, tube tops, and low cut tops revealing cleavage are not acceptable. Shirts and blouses should have the standard size armholes. Jeans with holes higher than mid-thigh are not acceptable. Vulgar words, profane or obscene slogans, sexual innuendo, and pictures or ads for alcohol, tobacco, and drugs, are not acceptable. Likewise, slogans or pictures that are violent or advocate hate, gang affiliation or criminal activity are not to be worn. Hats may be worn but the bill of the cap must be straight in front or straight in back. There is to be no double layering of headgear such as bandanas and hats or hats and hoodies or other gang related expressions.
- D. Teams shall wear standard team outfits selected by coaches.
- E. The Alpine School District Board of Education requires all of its students to conform to standards that avoid extremes and that exemplify personal cleanliness.

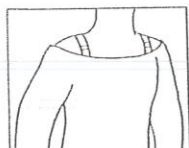
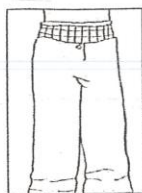
***\*Appropriate discretion and good judgment should be utilized for student clothing and grooming worn at formal date dances.***



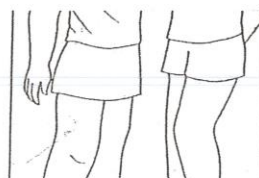
Dress Code Violation	Consequence	Referred to
1	Student meets with a student advocate. Student reads & signs the dress code showing they understand the dress expectation at THS. Student may be asked to change clothes.	Student Advocate
2	Student meets with a student advocate who calls the parent notifying them of a 2 <sup>nd</sup> dress code violation & asking for the parent's support of the dress code. Student will be asked to change clothes.	Student Advocate
3	Student meets with an administrator who calls the parent notifying them of a 3 <sup>rd</sup> dress code violation & possible in school suspension. Student will be asked to change clothes.	Administrator
4	Student and parent meet with an administrator. Possible out of school suspension. Student will be asked to change clothes.	Administrator

## Timpanogos Dress Code

**NO DISPLAY OF UNDERGARMENTS**



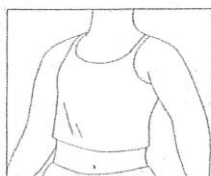
**NO SHORTS, SKIRTS, OR DRESSES ABOVE MID-THIGH**



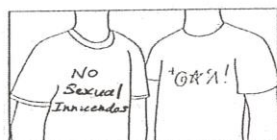
**NO DOUBLE LAYERING HEADGEAR – CAPS MUST BE WORN STRAIGHT (BANDANAS & CAPS, CAPS & HOODIES)**



**NO TANK TOPS, HALTERS, SPAGHETTI STRAPS, BARE MIDRIFTS, BARE BACKS, OR LOW CUT TOPS REVEALING CLEAVAGE.**



**NO VULGAR OR PROFANE WORDS, NO OBSCENE SLOGANS.**



**NO BARE FEET**



**NO PICTURES OR ADVERTISEMENTS FOR ALCOHOL, TOBACCO, DRUGS OR ILLEGAL SUBSTANCES.**



## Electronic Devices

In an effort to reduce distractions and focus attention on learning, the following commitment is collectively in force at Timpanogos:

**Student use of electronic devices (i.e., cell phones, MP3 players, headphones or ear buds) is prohibited during class time, except at the specific request of the teacher for instructional purposes. If a student chooses to bring electronic devices to school, they must remain out of sight and in silent mode, or turned off, during the entire class period. Students may, however, choose to access their electronic devices outside of the classroom before school, during class changes, lunch, or after school.**

**Violation of this policy will result in the immediate confiscation of the interfering device. Failure to comply with this request is insubordination. Appropriate disciplinary action will be taken by the administration. The device will be given to a principal, and a parent or guardian will be expected to retrieve the electronic device in person on the first, and each additional violation of the policy.**

Alpine District Policy also includes the following:

The Alpine School District Board of Education recognizes that in some instances the possession and use of electronic communication devices may be appropriate; however, often these devices or objects have the effect of distracting, disrupting and intimidating others in the school setting.

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

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

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

The use of an interfering device or electronic communication device to threaten, intimidate or embarrass another or to capture and transmit test information or any other information in a manner constituting fraud, theft or academic dishonesty, will result in suspension as allowed in Policy No. 5180.

To read the policy in its entirety, please refer to Policy No. 5389.  
Policy No. 5180 was Board Approved: March 14, 2006

# Safe School Policies

## Gangs

The Alpine School District safe school policy prohibits committing or abetting disruptive acts, dangerous or dangerous looking weapons, hazing/harassment, gangs, secret societies, and hate groups. Any suspicions or potential violation of the Safe Schools policy may be reported anonymously by calling 801-610-8175.

Students may not:

- A. Wear, possess, use, distribute, display or sell any clothing, jewelry, emblems, badges, symbols, signs or other items which are evidence of membership or affiliation in any gangs, secret societies and hate groups.
- B. Commit acts, or use speech, (either verbal or non-verbal), showing membership or affiliation in gangs, secret societies and hate groups.

## Fighting

Fighting is prohibited. Participation may result in suspension and/or referral to the police and juvenile court for disturbing the peace or disruption of the school process. A repeated instance of fighting will result in a district hearing with possible expulsion.

## Sexual Harassment

Sexual harassment is prohibited as a form of sexual discrimination. Sexual harassment can threaten a student's emotional well-being and impair academic progress. Students have the right to a safe school environment. Students who participate in prohibited activities shall be dealt with in accordance with the procedures outlined in Alpine School District policy.

## Substance Abuse

The possession, distribution or use of tobacco, intoxicants, or narcotics of any kind is prohibited on school property or in any building owned or operated by the Board of Education. This also applies to areas within 1000 feet of the school boundary. Violation will result in appropriate discipline.

## Theft

Theft of any personal or school item is considered a crime. Students will be referred to administration. The school reserves the right to take school action and/or refer the incident to law enforcement for criminal action.

## Vandalism

Students participating in acts of vandalism will be referred to Juvenile Court and District Administrative Hearing for possible expulsion from school.

# REFERENCE ITEMS

## **A-1 Accidents**

Report every accident in the school building or on the school grounds to the Attendance Office secretary.

## **A-2 Activity Cards/ID Cards**

Attendance at most school activities requires a current THS Activity/ID card. An activity card is also required for some functions during the school day. Presentation of a Valid activity card will be required at all dances. Lost Activity/IDCards may be purchased, and pictures taken, during lunch and after school in the Media Center.

## **A-3 Address Change**

Please notify the counseling office if you change your home address or telephone number.

## **A-4 Approved Release**

In order to request an approved release the student must meet with parent/guardian and counselor. **Students may not be on campus during an "Approved Release" or "Released Time" (Seminary) period.**

## **A-5 Assembly Conduct**

Respect and courtesy are the keys for assembly conduct. Please remember the following:

- A. Be on time.
- B. Don't leave while performance is in progress.
- C. Applaud appropriately.
- D. Don't embarrass any performer.

## **B-1 Branding**

## **B-2 Bus Regulations**

Riding the school bus is a privilege and eligibility is determined by the transportation department. Improper conduct on the bus may result in denial of that privilege. District Transportation may be reached at 801-610-8850.

## **C-1 Cafeteria**

All of us share responsibility to keep our school clean. Student behavior in the cafeteria and other eating areas should be based on courtesy and cleanliness. This means leaving the area in as good of condition as you found it. You are responsible to clean the table at which you sit and to put all trash in the proper containers. Failure to follow these guidelines may result in community service hours being assessed.

## **C2- Calendar**

The activity calendar for the school year is updated regularly, and is available on the school web site.

( [www.ths.alpineschools.org](http://www.ths.alpineschools.org) )

## **C-3 Class Changes**

Ample opportunities exist to register and adjust schedules prior to the start of the school year. Once a semester has begun, class changes are only made if it is necessary to correct an error in the schedule (duplicate class), or a change is needed for a senior to complete graduation requirements. These needed changes require completion of a class change form, which must be completed and submitted to the counseling office before a transfer is official. Delay in completion may mean loss of credit. There will also be a \$5.00 charge each time a schedule is changed. **No class may be dropped later than ten days into the term.**

## **C-4 Closed Campus**

Visitors may not be on campus without a visitors pass. All visitors **MUST** check in at the front office or may be charged with trespassing.

## **C-5 Clubs**

All Timpanogos High School students are encouraged to become involved in one or more school clubs. Where clubs do not exist which fit the interest of students, those students are invited to make application prior to Fall deadline to school administration for a club's formation and approval.

- A. Unauthorized clubs are not allowed to conduct any activities at school, at any school activity, or on the school campus at any time.
- B. Unauthorized clubs may not use the name of the school directly or indirectly in any of their activities.

## **C-6 School Colors**

The school colors are blue, green, grey, and white.

## **C-7 Counseling/Guidance Information**

The guidance program attempts to give systematic aid to all students at Timpanogos High School as they progress toward graduation.

Students and their parents should meet annually with a counselor to update their CCR Plan. Any student may also talk with a counselor as the need arises. A sincere effort is made to determine the unique needs of all students and then to provide a profitable educational program that will meet those needs.

Counselors are prepared to help students:

- A. Assess abilities, aptitudes, interests, and educational needs.
- B. Understand available educational career opportunities and requirements.
- C. Maximize their academic opportunities, and develop useful career skills.
- D. Arrange school programs of study to meet educational needs and goals.
- E. Explore occupations in which the student may be interested and match abilities to these occupations.
- F. Secure information about colleges, universities, vocational schools, armed forces, and other special training programs.
- G. Interpret test information.
- H. Secure information about available scholarships.
- I. Find ways to work out personal problems.

## **C-8 Creating a False Emergency**

Any student who creates a false emergency by setting off the fire alarm, etc. is violating the law and will be suspended from school and/or referred to police and the juvenile justice system. The student may also be referred to the district for an expulsion hearing.

### **D-1 Dances/Stomps**

Stomps are for THS students with student I.D only. Date dances are for THS students and their high school age guests. **Dance guest passes must be obtained and signed by an administrator prior to the dance, during school hours. THS ID is required** to purchase a Date Dance ticket which must be purchase during school hours. No tickets will be sold at the door of the date dances. THS student must present valid student I.D and ticket purchased through the finance office to be admitted to the dance. Guests must show picture I.D and guest pass. Appropriate dress & behavior standards will be enforced.

### **E-1 Eligibility**

Representing Timpanogos High School is a privilege, regardless of the activity. Eligibility requires meeting all academic, behavioral and attendance expectations. Any questions can be directed to your coach, advisor or administrator.

### **E-2 Equal Opportunity**

Timpanogos High School is an equal opportunity institution. The Alpine School District does not discriminate on the basis of race, color, religion, national origin, gender, disability, age, or any other classification protected by law in its programs, activities or employment practices.

### **F-2 Fire Lane**

All roadways surrounding the perimeter of the school building or any other red-curbed areas have been designated as fire lane areas and by law must be kept clear of all vehicles. Parking on the red curb is prohibited at all times, and violations will be ticketed by Orem City Police.

### **F-3 Fireworks**

It is unlawful for students to use or have fireworks in their possession according to Utah State and Orem City codes.

### **G-1 Graduation Requirements**

ENGLISH	3.00 (English 9, 10, 11 required)
LANGUAGE ARTS ELECTIVE	1.00
MATH CORE	2.00
MATH ELECITIVE	1.00
SCIENCE CORE	2.00
SCIENCE ELECTIVE	1.00
WORLD GEOGRAPHY	.50 (9 <sup>th</sup> grade)
WORLD CIVILIZATIONS	.50 (9 <sup>th</sup> grade)
US HISTORY	1.00
GOVT & CITIZENSHIP	.50 (12 <sup>th</sup> grade)
SOCIAL STUDIES ELECTIVE	.50
FINE ARTS	1.50
PE PARTICIPATION SKILLS	.50 (9 <sup>th</sup> grade)
PE FITNESS FOR LIFE	.50 (10 <sup>TH</sup> grade)
PE LIFETIME ACTIVITY	.50
HEALTH	.50 (10 <sup>th</sup> grade)
COMPUTER TECHNOLOGY	.50 (9 <sup>th</sup> grade)
FINANCIAL LITERACY	.50
CAREER AND TECHNICAL ED	1.00
ELECTIVE	9.50
Total Credits Required For Graduation	<b>28.00</b>

### **H-1 Hallway Etiquette**

In order to maintain a positive, healthy, and safe atmosphere for all, the following are not permitted in classrooms or hallways during the school day: Yelling, running, playing personal music through speakers, scooters, skateboards, wheeled shoes, or any other behavior or device which is disruptive or dangerous to others. Scooters and boards should be stored in a locker or locked to a bike rack outside during the school day.

### **H-2 Home and/or Hospital Program**

If a student is experiencing health related issues that are or will prevent the student from physically attending school for two or more weeks, the parent/guardian and student should meet with their school counselor to discuss Homebound Services offered by the school or in long-term situations, ASD Student Services.

### **H-4 Honors and Recognitions** (see information beginning on page 40 of this handbook)

### **L-1 Lockers**

- A. Lockers are provided upon request for the convenience of the students and are for storing materials pertaining to school only.
- B. Lockers may be inspected at any time by school officials, and unauthorized materials may be confiscated.
- C. Lockers are not for the storage of money or personal valuables. If such items are left in lockers by students, it is at their own personal risk.
- D. Remember to clear all items from locker before school ends for the year. Dirty lockers will be fined \$10. Damaged lockers will be charged accordingly.
- E. Combinations will not be changed during the school year except in extreme cases, and there will be a \$3.00 charge for the change.

### **L-2 Lunch**

Lunches are sold in the lunchroom by the lunch manager. Those who qualify for free or reduced price lunches must file the appropriate form with lunch manager and will receive their lunch account number from her.

### **M-1 Mascot**

The Timpanogos High School mascot is Titan the Timberwolf.

### **M-2 Media Center/Library**

- A. Media Center will be open 30 minutes before and after school.
- B. Student ID is recommended for checking out library materials, but is not required.
- C. During class time, students will need to have a hall pass to use the Media Center.
- D. No food or drinks will be allowed in the Media Center.
- E. Fines are .10 cents per day per book for general collection books.
- F. School rules for dress, behavior, and electronic devices apply in the Media Center.
- G. Students are responsible for all materials checked out on their card.

### **M-3 Medication**

It is against the law for anyone at school to dispense any kind of medication – even aspirin/Tylenol –without permission from parent/guardian. The administration of medication to a student while at school should be a rare occurrence. However, there are circumstances that require that medication be given during the school hours. Each request for medication will be evaluated individually by the school nurse and school authorities. With parent permission, students may carry and self-administer one dose of easily identified non-prescription, over-the-counter medication with the exception of syrups.

### **N-1 Nuisance Items**

Items not directly associated with the educational program are not to be brought to school and may be confiscated by a teacher or administrator.

### **Q-1 Out-Of Area Attendance Request**

Students who reside outside of the Timpanogos attendance area and desire to attend THS must complete the necessary form and obtain permission from the principal of each school and school district. Failure to secure permission to attend Timpanogos High School as an out-of-area student, or failure to live by all the rules and regulations of Timpanogos High School, will result in loss of THS membership and the student will be referred back to his/her school of residence.

### **P-1 Parent-Teacher Conferences**

- A. Parents may arrange conferences with teachers at any time by calling the school at 801-610-8175 or by e-mailing the teacher directly.
- B. **Teachers are available in their classrooms for consultation with parents and students every Monday from 9:58 to 10:18.**
- C. 2017-18 evening Parent Teacher Conferences are scheduled for September 13<sup>th</sup>, November 15<sup>th</sup> (by appointment only), and February 15<sup>th</sup>.

### **P-2 Parking**

The following rules will be enforced:

- A. All motorized vehicles must be registered with the school and display a current parking hangtag. Registration forms and parking permits are available for \$5.00 in the Student Financial Office.
- B. Students who have parking permits may park in any parking stall marked for students. **Do Not** use visitor, handicapped or reserved parking spaces. You are responsible for all fines/tickets that occur to your assigned pass.
- C. Staff parking will be in designated areas.

- D. The speed limit for all areas is 10 m.p.h.
- E. **No motorized vehicle is to be parked next to the building.**
- F. All service areas must be open for deliveries and emergency vehicles.  
Vehicles may not be parked in the fire lane or behind closed gates at any time, including during athletic events, concerts and plays. If so, they may be towed away at owner's expense. Vehicles parked on red curbs will be ticketed by OPD.
- G. Students are not allowed in the parking lot any time during the school day (7:45 a.m. – 2:15 p.m.).
- H. Parking is not permitted on the driving range on the southeast side of the school between the hours of 2:30-10:00 p.m. **Vehicles will be ticketed and/or towed.**
- I. All traffic violations on school property will result in a citation from THS and/or Orem City Police Department. A vehicle may be impounded/booted for numerous violations or parking in the red curb area.
- J. **Parking fines for no permit, or parking in a restricted area (faculty, yellow curb, etc.) will be as follows:**

<b>1<sup>st</sup> violation</b>	<b>\$10.00</b>
<b>2<sup>nd</sup> violation</b>	<b>\$20.00</b>
<b>3<sup>rd</sup> Violation</b>	<b>\$50.00</b>

**\*(Red Curb tickets issued by Orem City Police)**

#### **P-4 Public Display of Affection**

Kissing and other similar expressions of physical affection are inappropriate public behavior at school, on campus, or at school sponsored activities.

#### **R-1 Report Cards**

Report cards are issued every term (approximately nine to ten weeks). They are distributed electronically via Skyward approximately one week following the end of each term.

#### **S-2 Scholarships**

An array of scholarships for which students may apply are highlighted throughout the year on the scholarship bulletin board and on the Counseling page of the THS website. Students may need to apply for some elite scholarships through their counselor, who will assist them with the preparation of those specific applications. Scholarships are often awarded on the basis of student achievement on any or a combination of the following criteria: grade point average, ACT/SAT test scores, honors/advanced placement classes, school/community participation, and financial need. Students and parents may contact the scholarship Specialist in the counseling center for assistance.

#### **S-4 SET (Second Effort Time)**

In order to allow teachers to work with smaller groups of students on mastering the learning objectives of the course, some students may be released, at each instructor's discretion, during the last 20 minutes of certain class periods. This Second Effort Time (SET) is an option available to teachers every period on Tuesday and Wednesday. Released students should immediately proceed from the academic hallways to the commons, media center, or cafeteria.

#### **S-5 Sick Room/Health/Nurses Services**

If a student becomes ill during the day, he/she should obtain a hall pass from his/her teacher and report immediately to the Attendance Office. If the student's illness is of such a nature that minor aid does not bring relief, his/her home will be contacted and he/she will be checked-out. **STUDENTS MAY NOT LEAVE CAMPUS WITHOUT FIRST CHECKING OUT THROUGH THE ATTENDANCE OFFICE.**

#### **S-6 Skyward**

Skyward is the student information system used by THS and Alpine School District. This program allows you to check grades and attendance, and have access to various other academic information through the internet. Skyward may be accessed via link on the THS homepage: <http://www.ths.alpineschools.org/>

#### **S-7 Suspensions**

Students who frequently disobey the regulations of the school or who commit serious infractions of conduct are subject to suspension from school. Parents will be notified when the student is suspended. A reinstatement conference with the student, parent, and administrator is required before he/she is considered for re-admission.

#### **T-1 Telephone**

Office telephones are to be used for official school business and emergency only.

#### **T-2 Testing Center**

Students who are absent when tests and quizzes are given in class should arrange with their teacher to make up the assessments in the Testing Center as soon as possible. The Testing Center is open in Room 704 on Monday (1:20 – 2:30), Tuesday (2:30 – 4:00), and Thursday (2:30 – 4:00) unless otherwise noted. Students need their student ID in order to test.

**T-3 Textbooks**

All school texts are loaned to students for their use during the school year. Textbooks are to be kept clean and handled carefully. Students will be fined for loss, damage and/or writing in textbooks.

**T-4 Timpanogos High School Student Association**

The Constitution of the Timpanogos High School Student Association, which outlines the policies of student government for THS, is found on the school website under Student Resources.

**T-5 Transcript of Credit**

Transcripts can be picked up from the Counseling Office. At least a two-day notice is needed to receive an official transcript.

**T-6 Tutoring**

Free tutoring is available to students in English (T, Th 2:30-4:00 in room 608) and math (T, W, Th 2:30-4:00 in room 139). The media center computer lab is also open for student use three days a week with a teacher available for general academic help (T, W, Th 2:30-4:00).

**V-1 Valuables**

It is suggested that students **NOT** bring large amounts of money or valuables to school. **Do not leave money, cell phones, purses, backpacks or any other article of value in lockers, classrooms, or restrooms.** If you lose an article, please check the lost and found; or if an item is stolen, please make a report with the school resource officer.

**V-3 Visitors**

All visitors must secure a visitor's pass from an administrator by checking in through the Main Office. Anyone not belonging in the school may be referred to the police department and charged with trespassing.

**V-4 Vocational Programs**

The Alpine School District, Utah Valley University (UVU), and Mountainland Applied Technology College (MATC) have worked out an arrangement whereby students may attend UVU or MATC on a part-time basis in a limited number of special programs. Those who are interested in specific career choices should consult with their counselor early in their high school career.

**W-1 Withdrawals / Transfers**

To withdraw and/or transfer from Timpanogos High School, go to the Counseling Office. Follow check out and withdrawal procedures as outlined.



## **TIMPANOGOS RECOGNITION & AWARDS**

### **General Recognition Opportunities**

**Student of the Week**--Each week students are selected on their ability to demonstrate excellence in Character, Competence and Communication. Over the course of the year, each faculty and staff member will be given the opportunity to select two or three students to be recognized as the “Student of the Week.” They will receive a Timpanogos backpack full of goodies with a special parking pass, a letter from the nominating teacher, a certificate, and a letter from the administration.

**Pride of the Pack**--This recognition is designed to celebrate individual and team excellence in a wide variety of activities at Timpanogos. Students receive a Timpanogos baseball cap with “Pride of the Pack” embroidered on the back. They will also be featured on T-Wolf Television on Thursdays.

**Honor Roll**--Students with a GPA of 3.7 or higher are on the Honor Roll. At the end of each term, those who receive a 3.7 GPA or higher get a candy bar on report card distribution day, and those who have a 3.7 or higher at the end of the year are invited to an academic recognition party with ice cream and T-Shirts.

**Commencement Speaker Selection**—Seniors with a GPA of 3.8 or higher are invited to help select the theme for their class’s graduation ceremony, and also invited to submit a written speech. Submitted speeches go through a screening process and then auditions are held. Final speaker selections are made by the THS Graduation Committee.

**Senior Scholarship Night/Honors Night**--An evening is held in May to honor senior students who have received scholarships, special distinctions and recognitions.

For scholarships and other opportunity updates visit the scholarship web page  
<http://ths.alpineschools.org/COUNSELING/scholarships/ScholarshipMain.html>

## **THS Annual Awards and Recognitions**

**Academic Letters**--Timpanogos High School recognizes excellence in all areas of student achievement. Traditionally, letter awards are given to students who achieve excellence in athletics. At Timpanogos, letter awards can also be earned in Academic, Vocational, and Fine Arts areas. These letters are awarded to students who have met certain criteria established by the faculty in each department. Letter certificates and pins are awarded at the end of the school year by the departments. THS students are encouraged to continue the tradition of excellence by earning academic letters. The following letters may be earned:

Art, Business, Dance, Drama, ELD (English Language Development), English, World Languages, Family and Consumer Science, Health Science, Leadership, Mathematics, Music, Physical Education, Service, Social Studies, Special Education.

Please see the link on the counseling page of the Timpanogos website for detailed requirements.

**Sterling Scholars**--Seniors who excel in the areas of Business and Marketing, Computer Technology Dance, English, Family and Consumer Science, Instrumental Music, Mathematics, Science, Skilled and Technical Sciences, Social Science, Speech/Theater Arts/Forensics, Visual Arts, Vocal Performance, and World Languages can apply by department for the Deseret News Sterling Scholar.

### **Categories for Academic Wall of Fame (located in the Counseling Center)**

**AP Scholars**--Students who have received a 3 or higher on three or more AP exams by the beginning of their senior year.

**ACT Scholars**--Students who received a 30+ Composite ACT score.

**National Merit Finalists**--Students who receive scores in the top percent on the PSAT test their Junior year can apply for the prestigious National Merit Scholarship.

**Spirit of Timpanogos Awards**--A sophomore, junior and senior boy and girl are nominated annually in each of the following categories:

- Ambassador of Timpanogos (students who represent what it is to be a T-Wolf)
- Excellence in Leadership
- Master of Performing Arts
- Outstanding Athlete
- Outstanding Service

## Honorary Cords Worn at Graduation

### Gold Cord Requirements

28 Credits (minimum)

3.9+ GPA

At least 10 of the identified academic credits over 4 years designated on transcript

### Silver Cord Requirements

28 Credits (minimum)

3.8+ GPA

At least 6 of the identified academic credits over 4 years designated on transcript

### **Courses counted toward gold and silver cords:**

- H (any course designated as Honors)
- AP (any course designated as Advanced Placement)
- Live Interactive courses taught by UVU instructor and broadcast to THS or taken on UVU Campus\*  
(\* These elective-credit-only UVU/Live Interactive exceptions DO NOT count for cords: NUTR1020-Foundations of Human Nutrition, COMM 2110-Interpersonal Communication, MGMT 1250-Principals of Leadership)
- *Selected* UVU Concurrent Enrollment Courses\*  
(\*These selected core-credit-earning courses DO count for cords if taken as Concurrent Enrollment: CE College Writing [Expository Writing 1 CE], German 4 [German 1010 CE], Bio-Tech [Biotechnology CE], Medical English [Medical Terminology CE], Pre-Engineering CE, Health Science Advanced CE)
- MATC (any 4 period year long course)\* (\*Will count as 1.0 credit toward cords)

### White Cord Requirements

Complete all requirements in one of the following CTE Career Pathways (see CTE Specialist for details):

- **Business Education**
  - Accounting
- **Family and Consumer Science**
  - Child Development
  - Food Service and Culinary Arts
- **Health Science**
  - Biotechnology
  - Dental Assistant
  - Emergency Med Technician
  - Medical Assistant
  - Medical Office Admin Assistant
  - Nursing
  - Pharmacy
  - Rehabilitation
- **Information Technology**
  - Digital Media
  - Programming and Software Development
- **Skilled & Tech Education**
  - Commercial Photography
  - Cosmetology
  - Design Technology
  - Esthetician Nail Technician
  - Radio Broadcasting
  - Welding





