



**We inspire success in academics, extracurricular activities, and leadership through active student engagement.**

**2024-2025**

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# Principal Message

Alta High School  
11055 South 1000 East  
Sandy, Utah 84094

Dear Alta Student,

Welcome to Alta High School, "Home of the Hawks!"

We are excited and thrilled that you have chosen to be a part of our school family. Alta High School has many rich traditions of excellence that you will have the opportunity to become a part of. We make great efforts to provide an inclusive learning community with a deep tradition of inspiring, supporting, and collaborating with our students to help each of you prepare for your future.

Our primary goal is to help you gain knowledge, skills, and positive traits that will help you become college-and-career ready. We will do everything we can to prepare you to be successful in the 21<sup>st</sup> century. As an Alta Hawk, we expect you to **SOAR** both during and after your time here in the "nest!"

Alta Hawks **SOAR** by focusing on **S**uccess, **O**wnership, **A**ttitude, and **R**espect. We provide a **SOAR**ing environment by working and collaborating together in our classrooms, hallways and commons, activities, and in our broader community. As an Alta Hawk, you are a representative and an ambassador for our school. You will now represent the thousands of alumni that have attended this fine institution of learning. We know you are ready for the challenge and responsibility, and that you will SOAR during your high school years here at Alta and beyond.

Thank you for your enthusiasm, excitement, loyalty, and commitment to Alta High School. We have high expectations for you and encourage you to become actively engaged and involved here at Alta. We challenge you to make several positive contributions to your school, and continue to add to the foundation of making Alta High School a tremendous school and community!

I formally welcome you to Alta High School and look forward to working with each of you and getting to know you. It is a great day to be a HAWK!

Sincerely,

*Kenneth A. Rowley*

Principal

# Administration/Counselors/Office Professionals

## Principal

Ken Rowley

## Assistant Principals

Melissa Lister	A-D
Brandon Jacobson	E-K
Kory Crockett	L-R
Kalisi Uluave	S-Z

## Comprehensive Guidance

### Counselors

Jennifer Scheffner	A-Ce
Christine Astle	Cf-F
Sandy White	G - Kd
Cierra Bell Johnson	Ke - Ng
Callie Bjerregaard	Nh - Sl
Lisa Ballash	Sm - Z

### CTE Coordinator

Brooke Smith

### School Psychologist

Kiersten Cole

### Licensed Clinical Social Workers

Shad Roundy  
Olivia Buckner

### Phone Numbers

Main Office	801-826-5600
Main Office Fax	801-826-5609
Attendance Office	801-826-5610
Counseling Center	801-826-5620
Counseling Center Fax	801-826-5698

# ALTA HAWKS S-O-A-R

## Success

Have pride in yourself and your academics. Set daily personal goals and expectations for yourself and see them through. Be strict with yourself and tolerant of others.

## Ownership

Own your outcomes, learn from mistakes and celebrate success. You own your attitude and effort. Your actions are a reflection of yourself. Don't make excuses, make meaningful choices.

## Attitude

Only you can control your attitude. Positivity goes a long way. If you think and know you can do it, you CAN do it!. Hawks show up! Be your best self every day.

## Respect

Be mindful of those around you. You never know what people are going through. You have a choice, so choose to be kind. Participate appropriately, listen attentively, respect yourself, and respect your school.

## School Theme:

### *UNITE AND TAKE FLIGHT*

As the 2024-2025 Student Body Officers we would like to personally welcome you to Alta High! The theme we have selected for this school year is “**Take Flight and Unite**”. For this school year to TAKE FLIGHT, we need everyone to UNITE and make our school a better place. Here at Alta we have every sport and/or club you can think of, so YOU can get involved. If we don't have a club that interests you, become the president of a new club and find others who like the same things you do. It doesn't matter if you are a Freshman, Sophomore, Junior, or Senior, we are all Hawks and we all need to UNITE AND TAKE FLIGHT.

Your 2024 - 2025 Student Body Officers

# Student Government

Students running for Student Government must exemplify all aspects of the Student Code of Conduct. Elected officers or candidates who violate the Student Code of Conduct may be removed or excluded from participation in Student Government. Elected officers should be the example for other students to follow, adhering to policies to the best of their abilities, including: acquiring parking permits, attendance, personal technology, behavior at extracurricular events both at Alta High School and at other campuses.

Position	Name
<b>Student Body Officers:</b>	
President	Burke Staker
Vice-President	Gage Lowe
Secretary	Ty Dutcher
Historian	Josh Graham
Attorney General	Zach Lovell
Financial Chair	Ella Engstrom
Public Relations	Brian Curtis
Chief of Activities	Griffin Anthony
Audio/Visual Officer	Neal Ahlstrom
<b>Senior Class:</b>	
President	Yi Kang Li
Vice-President	Oliver Barrett-Caston
Secretary	Jacob Sohm
Historian	Ashton Glass
Public Relations	Matt Okerlund
Head Senator	Miles Jordan
<b>Junior Class:</b>	
President	Zack Paepke
Vice-President	Sam Wray
Secretary	Ava Christensen
Historian	Sophie Lo
Public Relations	Josie Jeppson
Jr. Tech Officer	Coby Goodfellow
Senator	Conner Rasmussen
Senator	Andie Anderson
<b>Sophomore Class:</b>	
President	Kingston Brown
Vice-President	Adam Baxter
Secretary	Peyton Elison
Historian	Brigham Hale
Public Relations	Lizzy Debry

# **Alta School Song**

**Stand up for Alta High  
Our Hawks soar to the sky  
Our spirit's high, that is the key  
To lead our team to victory**

**A-L-T-A Alta Hawks are here to stay**

**Our black and silver in the sun  
Will show that we're number one!!**

**Take pride in all we do  
Success will follow you  
We set our goals  
We will achieve**

**And proud traditions we shall  
leave A-L-T-A H-A-W-K  
Forever more they'll hear our cry  
The Hawks of Alta High**



## 24-25 Alta High School

# Critical Dates Calendar

\*Please mark these on your calendar

August 12, 2024	All Teachers Report to Work
August 12-15, 2024	Picture Days
August 16, 2024	Hawk Flight School (9th orientation, 9am-2pm)
August 16, 2024	Employee Critical Policies Signatures Due
August 19, 2024	First Day of School
September 2, 2024	Labor Day Recess
September 3-4, 2024	Picture Retake Days
September 23-24, 2024	Parent-Teacher Conferences (Evening)
September 27, 2024	Compensatory Day (No School)
October 7-12, 2024	Homecoming Week
October 17-18, 2024	Fall Recess
October 25, 2024	End of 1st Quarter
October 29 & 30, 2024	PSAT
November 27-29, 2024	Thanksgiving Recess
December 23 - January 3, 2025	Winter Recess
January 13, 2025	Freshman Orientation (Incoming 9th Grade)
January 16, 2025	End of 2nd Quarter
January 17, 2025	Grading Day (No Students)
January 20, 2025	Martin Luther King Jr. Day Recess
January 21-24, 2025	Legacy/Multicultural Week
February 17, 2025	Presidents' Day Recess
February 24-25, 2025	Parent-Teacher Conferences (Evening)
February 27, 2025	Early Out (All Grades)
February 28, 2025	Compensatory Day (No School)
March 21, 2025	End of 3rd Quarter
April 7 -11, 2025	Spring Recess
April 2025	Aspire Testing
May 5-16, 2025	AP Testing
May 26, 2025	Memorial Day Recess
May 29, 2025	Graduation
May 30, 2025	End of School

# School Dances

*Student ID cards are required for all dances and school dress code will be enforced.*

## Homecoming Dance

Saturday October 12  
Alta Commons

Boy's Choice  
ID-Card Required  
8-10 pm Single Ticket \$10 online/\$15 door

Semi-Formal  
School Dress Code

## Red Rodeo Dance

Saturday November 16  
Alta Commons

Boy's Choice  
ID-Card Required  
7-9 pm Single Ticket \$7.50 online/\$10 door

Country/Western Dress  
School Dress Code

## Winter Charity Bash

Saturday December 14  
Alta Commons

Girl's Choice  
ID-Card Required  
7-9 pm Single Ticket \$7.50 online/\$10 door

Casual/Theme Dress  
School Dress Code

## Multi-cultural Dance

Saturday January 25  
Alta Commons

Girl's Choice  
ID-Card Required  
7-9 pm Single Ticket \$7.50 online/\$10 door

Casual/Theme Dress  
School Dress Code

## Sweethearts Dance

Saturday February 8  
Alta Commons

Girls Choice  
ID-Card Required  
8-10 pm Single Ticket \$10 online/\$15 door

Semi-Formal  
School Dress Code

## PROM

Saturday March 29  
Utah State Capitol

Boy's/Any Junior Choice  
ID-Card Required  
8:30 -10:30 pm Single Ticket \$20 online/\$30 door

Formal/Semi-Formal  
School Dress Code

## Girls Preference (Pref.)

Saturday April 19  
Alta Commons

Girls Choice  
ID-Card Required  
7-9 pm Single Ticket \$7.50 online/\$10 door

Casual/Theme Dress  
School Dress Code

## Senior Dinner Dance

Wednesday May 14  
Living Planet Aquarium

Stagg-Alta Seniors Only  
ID-Card Required  
Draper Utah 6:30 –10 pm Single Ticket - \$50 Online  
Must purchase by: April 30  
Includes: dinner, aquarium, dance

Semi-Formal  
School Dress Code

# School Assemblies

## **Hello**

Thursday, August 22 B day Gym Assembly Schedule

## **Class Meetings**

Monday, August 26 Freshman PAC During Advisory

Tuesday, August 27 Sophomores PAC During Advisory

Wednesday, August 28 Juniors PAC During Advisory

Thursday, August 29 Seniors PAC During Advisory

## **Homecoming**

Tuesday, October 8th A day Gym Assembly Schedule

## **Make A Wish Kick Off**

Tuesday, October 29 A day Gym Assembly Schedule

## **Veterans Day**

Monday, November 11 B day Gym Assembly Schedule

## **Fall Recognition \*\*\*(only if needed)**

Tuesday, November 26 A day Gym Assembly Schedule

## **Winter/Make A Wish Closing**

Wednesday, December 18 B day Gym Assembly Schedule

## **Multi-Cultural/Legacy**

Thursday, January 23 B day Gym Assembly Schedule

## **Winter Recognition \*(only if needed)**

Wednesday, April 23 B day Gym Assembly Schedule

## **Closing Assembly/Spring Recognition**

Tuesday, May 27 A day PAC PAC Dual Assembly

# School “Special” Weeks

**Hello Week**

August 19 - 23

**Club Rush Week**

September 9 - 13

**Homecoming Week**

October 7 - 12

**Freshman Election Week**

September 30 – October 4

**College Application Week**

October 14 - 16

**Alta Spirit Week**

October 28 – November 1

**Make A Wish Month**

November/December

**Multicultural Week**

January 21 - 24

**Kindness Week**

March 3 – March 7

**SBO Election Week**

March 17 – March 26

**Class Election Week**

March 31 – April 4

**Senior Week**

May 12 – May 16

# Bell Schedule

Mon., Tues., Wed., Thurs. Schedule	
<b>Engagement Time</b>	<b>7:10 – 7:40</b>
<b>1<sup>st</sup> Period / 5<sup>th</sup> Period</b>	<b>7:45 – 9:05</b>
<b>Advisory Period</b>	<b>9:10 – 9:40</b>
<b>2<sup>nd</sup> Period/ 6<sup>th</sup> Period</b>	<b>9:45 – 11:05</b>
<b>1<sup>st</sup> Lunch</b>	<b>11:05 – 11:35</b>
<b>3<sup>rd</sup> Period / 7<sup>th</sup> Period</b>	<b>11:10 – 12:30</b>
<b>3<sup>rd</sup> Period / 7<sup>th</sup> Period</b>	<b>11:40 – 1:00</b>
<b>2<sup>nd</sup> Lunch</b>	<b>12:30 – 1:00</b>
<b>4<sup>th</sup> Period / 8<sup>th</sup> Period</b>	<b>1:05 – 2:25</b>

Friday Schedule	
<b>Engagement Time</b>	<b>7:10 – 7:40</b>
<b>1<sup>st</sup> Period / 5<sup>th</sup> Period</b>	<b>7:45 – 8:50</b>
<b>NO ADVISORY</b>	<b>-----</b>
<b>2<sup>nd</sup> Period/ 6<sup>th</sup> Period</b>	<b>8:55 – 10:00</b>
<b>3<sup>rd</sup> Period / 7<sup>th</sup> Period</b>	<b>10:05 – 11:10</b>
<b>4<sup>th</sup> Period / 8<sup>th</sup> Period</b>	<b>11:15 – 12:20</b>
<b>Lunch</b>	<b>12:20 – 12:45</b>

60-Minute Assembly Schedule	
<b>Engagement Time</b>	<b>7:10 – 7:40</b>
<b>1<sup>st</sup> Period / 5<sup>th</sup> Period</b>	<b>7:45 – 8:58</b>
<b>Assembly</b>	<b>9:03– 10:03</b>
<b>2<sup>nd</sup> Period/ 6<sup>th</sup> Period</b>	<b>10:08– 11:21</b>
<b>1<sup>st</sup> Lunch</b>	<b>11:21 – 11:51</b>
<b>3<sup>rd</sup> Period / 7<sup>th</sup> Period</b>	<b>11:26 – 12:39</b>
<b>3<sup>rd</sup> Period / 7<sup>th</sup> Period</b>	<b>11:56 – 1:09</b>
<b>2<sup>nd</sup> Lunch</b>	<b>12:39 – 1:09</b>
<b>4<sup>th</sup> Period / 8<sup>th</sup> Period</b>	<b>1:14 – 2:25</b>

## **Academic Eligibility for Activities**

Those students who represent Alta High School in any competitive activity must be academically eligible according to guidelines established by the Utah High School Activities Association (UHSAA) and Alta High School. In order to participate, a student must:

NOT have received more than (1) one failing grade and have at least a 2.0 GPA from the previous quarter. **Fall sports student athletes your 4<sup>th</sup> quarter advisory grade is calculated into your GPA, which affects academic eligibility for the first quarter of the next school year.** For further information, see the UHSAA handbook and Region VII manual. Violations of the Student Code of Conduct can disqualify athletes from participation.

In addition, the program you participate in may set a higher standard than that of the UHSAA. Information regarding these standards will be discussed in the program parent meetings or can be received by contacting the program director or coach.

## **Athletics/Region**

Alta High offers a wide variety of athletic teams. They include: football, basketball, baseball, volleyball, softball, tennis, soccer, track, cross country, golf, wrestling, drill, cheerleading, swimming, and lacrosse.

Alta participates in competitive events as a member of the Utah High School Activities Association (UHSAA). Additional events within UHSAA include Drama, Music, Speech and Debate. Alta is a 5A school and participates under the Region guidelines of the UHSAA.

## **Ticket Prices for Region VII Activities**

Student at home games: free **with** activity card/student ID, except the Endowment Football Game

**Alta Students at away games or without activity card: \$6.00**

**All Children over age of 5 - \$6.00**

**Adults: \$10.00**

**Senior Citizens over 65 and Children under 5 free**

At Alta many of our teams qualify for State Competition. In most cases the competition times are after school. However, in the event a State Semi-Final or Championship game or activity occurs during school hours, students will be excused to watch the event if the procedure listed below is followed:

1. An "Activity Release Form" for the event must be signed by a parent, returned to the Main Office, and a game ticket purchased.
2. Ticket prices for State activities vary with each activity. Students will NOT be admitted to State events free with activity cards. Tickets must be purchased.

# Alta High Attendance

Pursuant to [CSD Policy 500.35.2.1](#)

It is our mission as a school to best prepare all students for success not only in post-secondary education opportunities but in all aspects of life ([53G-6-803 Subsections 1.a and 1.b](#)). Student attendance has become the major issue in being able to provide the best, most well-rounded educational experience. This includes not just absences, but tardy (1- 10 mins), way late tardy (after 10 mins) and Truancy ([R277-607-3 Utah State Board of Education Policy. Subsections 1.a, 1.a.i, and 3.d](#)).

To provide better support and a clearer understanding of how attendance will impact students, Alta High School will be modifying our current Attendance Policy. The current policy was modified and implemented in the Spring semester of 2024. Alta High school students responded, meeting the expectation set for them within that policy. Some of the outcomes included a greater pass rate from the students, higher overall GPA than the previous quarter, and less interruptions at the start of a class when instruction begins. The Attendance Policy will be applicable to ALL students, therefore impacting their ability/eligibility to represent Alta High in school sponsored activities ([53G-8-211 Subsection 1.k](#)).

## Policy

1. The first four unexcused attendance codes during a quarter will not generate an Attendance Alert (°) next to their grade. The 5<sup>th</sup> attendance code will reflect on Skyward as an Attendance Alert (°) with their bolded grade (ex. °A, °B-, °C+) ([R277-607-3 Subsections 1.a.ii, 3.b, and 3.c](#)). This is the first form of communication to a student and parent/guardian that identifies a concern regarding attendance. A student with one (1) or more Attendance Alerts (°) may be brought into an intervention discussion with a member of the Attendance Intervention Team (AIT). The student may be in jeopardy of being allowed to participate in a school sponsored event. This is referred to as an **Activity Hold**. A recurrence of Attendance Alerts (°) may be determined by the AIT to advance to a greater level of intervention which may include an attendance contract. Codes that count within this policy includes: A, T, W, A-VT (a list of attendance codes and their meaning found below) ([R277-607-3 Subsections \(1\) and \(2\)](#), [53G-6-203 Subsection 4.a, R277-607-3 1.a.i \(punctual attendance\)](#)).
  - a. Regarding the 5<sup>th</sup> Attendance Alert (°):
    - i. Situation: a student who has received an Attendance Alert (°) will be notified only by the appearance of the Attendance Alert (°). The student will be responsible to meet with the Attendance Office for a pre-intervention meeting and options available to clear the Attendance Alert (°). A member of the Attendance Intervention Team (AIT) ([R277-607-3 \(3\)](#)) may meet with the student to discuss meaningful incentives which promote regular and punctual student attendance. Once the Attendance Alert (°) appears, the student will be able to take advantage of intervention opportunities before or after school. If the student does not complete the intervention, an Activity Hold will be considered, incentivizing the student to complete the intervention and, therefore, removing the Attendance Alert (°).
    - b. Chronic absenteeism of any kind, detrimentally impacting a student's participation in academic and educational pursuit, may cause the AIT to discuss supportive interventions. This effort is outlined in [CSD Policy 500.35-1 7.2.2](#).
    - c. After an intervention has taken place.
      - i. The same process that is outlined in 5th Attendance Alert (°) will be put into place.
        1. Communication via skyward.
        2. AIT meeting with parent/guardian and student.
        3. Loss of opportunity to participate/represent Alta in a school activity will be added by the Assistant Principal or Attendance Professional (Activity Hold).
          - a. Unless Attendance Intervention is completed, or

- b. AIT determines exigent circumstances.
2. Students have the opportunity to remediate any Attendance Alert (°) with the teacher of that class. Upon completion of the attendance intervention, the Attendance Alert (°) will be removed as mentioned above in the remediation intervention ([R277-607-3 Subsections 3](#)).

### **INTERVENTIONS FOR MAKING UP ATTENDANCE ALERT (°)** [R277-607-3 Subsection 3](#)

To clear an Attendance Alert (°) students must clear all attendance codes above the four allowed by selecting from the options listed below. To do so, a student must pick up a form in the Attendance Office for each Attendance Alert (°). Advisory make-up will be 15 mins for a tardy; 30 mins for an absence. All other classes:

- **60 minutes of time will modify one absence (A, W, AVT)**
- **30 minutes of time will modify one tardy (T)**

Students and parents/guardians are responsible for following through and verifying that the selected option has been completed. All Attendance Alerts (°) must be made up within a week of receiving to be allowed for continued, full participation in their school sponsored activity ([53G-8-211 Subsection 1.k](#)). Should parents/guardians have concerns regarding extenuating circumstances that result in a student exceeding the allowed number of absences, please call the school to make an appointment to meet with your student's assistant principal ([53G-6-206 Subsections 2 and 3](#)).

#### **OPTIONS:**

- **Engagement Time Sessions:** 7:10 A.M.-7:40 A.M. Students will complete the necessary amount of time needed with the teacher in whose class the student received an Attendance Alert (°). The teacher will sign the attendance form and the student will return the form to the Attendance Office within 3 days or a minimum of 24hrs **BEFORE** the next game/performance ([53G-6-206 Subsection 1](#)).
- **Perfect Attendance:** 10 consecutive school days with perfect attendance, including no tardies or way late tardies, will clear one Attendance Alert (°). Perfect attendance does not include school activity (N) or excused absence (E) codes ([53G-6-206 Subsection 1](#)).

#### **CLUBS, TEAMS, PERFORMANCES:**

Coaches, advisors, and other supervisors may employ a similar or more aggressive attendance procedure, detailed in their disclosure or parent meeting. These protocols align with our attendance policy and are integral to the Attendance Intervention Team. Encouraging regular attendance is paramount with broader goals beyond sports eligibility.

**STUDENT GRADES:** The students will still be earning their grades even if the Attendance Alert (°) is showing on their Skyward grade report.

**ATTENDANCE INTERVENTION TEAM (AIT):** The AIT *may* consist of parents, coaches, advisors, attendance office personnel, teachers, counselors, and administrators.



## ATTENDANCE CODES

An absence is defined as any class period that a student did not attend. Students are marked according to the following codes:

**ABSENCE (A):** When a student misses class, the teacher will mark the student absent. These absences will count toward the Attendance Policy.

**EXCUSED ABSENCES (E):** An absence approved by a parent/guardian within five (5) days of the absence occurring ([CSD Policy 500.35-1.6](#)). Excusals shall not be accepted after the five (5) days or for previous quarters. In [53G-6-201 Subsection 10](#) states, (a) "Valid Excuse" means: (i) an illness, which may be either mental or physical, regardless of **whether the school-age child or parent provides documentation** from a medical professional.

**TARDY (T):** A student will be marked tardy if he/she arrives to class within the first ten minutes after the starting time of each class period. Students are given five minutes to get from one class to the next and should use their time wisely to arrive on time to class. The tardy code will count towards the Attendance Policy.

**WAY LATE (W):** When a student arrives to class any time after the ten minutes allowed for a tardy, the student will be marked as way late. The way late code will count towards the Attendance Policy.

**TRUANCY (A-VT):** If police or school personnel verify an absence as truancy, the absence code (A) will be changed to a truancy code (A-VT). School activities and assemblies that are scheduled during school hours are considered part of the regular school day. Students are required to attend the activity or be in a school-supervised alternate area during said time. The truancy code will count towards the Attendance Policy.

**VACATION RELEASE (E-EL):** Canyons School District policy allows a student to miss up to ten (10) school days per year for pre-approved vacation release. The parent/guardian gives approval by calling the attendance office prior to the student's leave of absence. It is the responsibility of the student to contact his/her teachers regarding assigned work and grades prior to the leave of absence for a vacation release. Seniors attending college visits need to request a vacation release. The code for vacation will not count towards the Attendance Policy.

**SCHOOL ACTIVITY (N):** Students participating in activities sponsored by Alta High School or Canyons School District will be excused administratively. The code for school activities will not count towards the Attendance Policy.

**SUSPENSION (S):** When a student is placed on suspension, they are not allowed on school property or to attend school sanctioned activities. The code for suspension will not count towards the Attendance Policy.

**HOME & HOSPITAL (E-HH):** Due to medical issues, a student may not be able to attend school for a period of ten days or longer. The parent/guardian should contact the Attendance Office to arrange home and hospital services. The code for home and hospital will not count towards the Attendance Policy.

### CHECK-IN/CHECK-OUT PROCEDURES -

**Check-in:** Upon arrival during 1st or 5th period, students should go directly to class, unless they have written documentation confirming an appointment. The teacher will mark the student tardy (T) if the student arrives within the first ten minutes of class and will mark the student way late (W) if the student arrives after the first ten minutes of class.

If a student enters campus for the first time during any other period throughout the day, a parent/guardian must call to check-in the student through the Attendance Office.

**Check-Out:** If a student needs to leave school during the day, the student must check-out through the Attendance Office. A parent/guardian must call the Attendance Office and give permission for the student to check-out. The student will then need to pick up their check-out slip from the Attendance Office before heading to class, permitting him/her to leave. The check-out will be coded as an Excused Absence (E).

**A parent/guardian may not retroactively check-in/out a student. Those calls need to come the same day before 3:00 PM.**

If a student waits to check-out until the last 30 minutes of a period, he/she will be given a check-out slip but will not be given an attendance code or considered absent for that specific class period. When a student has checked out and then returns to school, he/she must check-in (with your check-out slip) with the Attendance Office. A parent/Guardian may not retroactively check-out their student.

**Our Attendance Office appreciates parents calling ahead of time for pre-set appointments when possible so they can prepare a check-out slip to avoid interrupting the entire class.**

### **Checking on Student Attendance & Excusing Absences**

Student attendance and grades can be checked at home or work over the internet at the AHS homepage at: [ahs.canyonsdistrict.org](http://ahs.canyonsdistrict.org) To access the information, you will need your Skyward login information. If you need Skyward help, please contact our attendance office at 801-826-5610.

**Parents may excuse absences by calling the attendance office at 801-826-5610 between 7:00 a.m. and 3:00 p.m. See above the requirements to excuse an absence.**

Below is a list of codes that may appear on Skyward related to your student's attendance.

<b>Description</b>	<b>SKYWARD CODE</b>	<b>SKYWARD Additional Detail</b>	<b>Definition</b>
Absent	A	n/a	No Communication
	A	VT	Verified Truancy
Excused Absence	E	EL	Pre-Approved Ed-Release (vacation) or other specified, written documentation for absence
CHECK-IN	C	IN	Arrived late with excuse
CHECK-OUT	C	O	Left early with excuse
School Excused Absences	N	FT	Field Trip
		C	Counselor Meeting
		A	Administration Meeting
		T	Testing
		IS	In-School Suspension
		HH	Home/Hospital
	S	S	Out of School Suspension
Tardy	T		Tardy
	W		Way Late Tardy (more than

			10 min late)
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# **Personal Technology Policy**

Alta High School

At Alta High School, our mission is to collaborate with students as they prepare to be engaged citizens, continually striving for success. We believe that a unified approach to managing personal technology in the classroom will significantly enhance student learning and success. Recent research has shown a clear correlation between cell phone use in the classroom and decreased focus, habitual behaviors/lack of self-regulation, reduced cognitive functioning/problem-solving abilities, and compromised social interactions/communication skills (Himmelsbach, 2019; Morgan, n.d.; Tindell & Bohlander, 2012; The President and Fellows of Harvard College, 2019; Tossell et al., 2015; Whitford, 2018). By minimizing distractions through a school-wide technology policy, we aim to maximize learning opportunities and help our students “be engaged - striving for success.”

## **Unified Effort for Success:**

At Alta High School, we expect our students to use technology productively in both learning and working environments. Additionally, we strive to protect the privacy and personal safety of all students, faculty, and staff. To support these goals, we are implementing the following personal technology policies during school hours.

## **Definition of Personal Technology:**

Personal technology refers to students' cell phones, headphones, AirPods, smartwatches, gaming devices, personal computers, and any other devices that can connect to the internet.

## **Parent/Guardian/Student Communication:**

We understand the importance of accessible communication between students and their parents/guardians. Therefore, students will have access to their personal technology devices between class periods and during lunch periods.

## **Personal Technology Use During Class:**

Students are expected to refrain from using personal technology during class periods. At the beginning of each class, students will store their personal technology out of sight, preferably in a backpack, until the end of class. Students will not be allowed to use their phones during bathroom or hall breaks during class time. Cell phones should not be accessed in bathrooms, locker rooms, or changing rooms where a reasonable expectation of privacy exists. Upon teacher discretion, students may be invited to access their phones for a learning activity. All personal technology devices should be silent and out of sight during tests and exams.

Students are required to use school-issued Chromebooks for educational purposes during class. These Chromebooks are configured to enhance learning, connect directly to our online content delivery platforms, and include safeguards to minimize distractions.

Recording images or videos of Alta High School students, faculty, and staff without their knowledge and consent is strictly prohibited (see Canyons School District Policy 500.06).

### **Violation of Personal Technology Use Policy:**

Students who violate this policy will face the following disciplinary action as outlined below:

1. **First Violation:** Verbal redirection from teacher.
2. **Second Violation:** Device voluntarily surrendered to the teacher for the class period and an email sent to the parent/guardian documenting the violation. Device may be returned to student at the conclusion of the class period.
3. **Third Violation:** Confiscation of the device to Campus Security, with the parent/guardian required to collect it from an administrator.
4. **Fourth Violation:** The device is voluntarily surrendered to the Attendance Office for the remainder of the day. Parents will be contacted. The administrative team will decide the next steps following the Canyons School District "[Levels of Behavior](#)" document. This could result in loss of privileges at school.

### **Personal Technology for Medical Use and Accommodations**

Alta High School recognizes that personal technology may be used for medical reasons and controlling medical devices. Student's medical needs should be disclosed to Alta High School personnel and appropriate measures can be taken to support these students.

### **Liability and Responsibility**

Alta High School is not responsible for loss, theft, or damage to personal technology on campus. Students are expected to respect other students' property, and will be held responsible for loss, theft, and damage that they cause.

### *Sources*

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# Student Policies

Due to ongoing policy changes, student policies may be found at the Canyons District website <http://policy.canyonsdistrict.org/index.php/student-policy>

POLICY #	STUDENT POLICY	POLICY #	STUDENT POLICY
500.01	NONDISCRIMINATION	500.24	STUDENT EDUCATION TRAVEL
500.02	EXHIBIT 1	500.26	STUDENT AUTOMOBILE USE AND PARKING
500.02	EXHIBIT 2	500.27	ATHLETE AND STUDENT HEAD INJURIES
500.02	STUDENT CONDUCT AND DISCIPLINE	500.27	EXHIBIT – 1 – CONCUSSIONS AND SYMPTOMS
500.03	SECTION 504 OF THE REHABILITATION ACT	500.28	HIGH SCHOOL YEARBOOK
500.04	REPORTING CHILD ABUSE / CHILD PROTECTION	500.29	EYE PROTECTION
500.05	EXHIBIT 1	500.30	OPEN ENROLLMENT AND SCHOOL MORATORIUMS
500.05	EXHIBIT 2	500.31	ADMISSION PROCEDURES (ELIGIBILITY TO ATTEND SCHOOL)
500.05	REPORTING STUDENT SAFETY	500.32	ADMISSION OF NONRESIDENT STUDENTS
500.06	TECHNOLOGY RESOURCES: NETWORK ACCEPTABLE USE (STUDENTS)	500.33	OUT OF DISTRICT STUDENTS (PART-TIME AND ACTIVITIES)
500.07	SEARCH AND SEIZURE	500.34	IMMUNIZATION OF STUDENTS
500.08	EXHIBIT – 1 – FERPA ANNUAL NOTIFICATION	500.35	STUDENT ATTENDANCE
500.08	EXHIBIT – 2 – MILITARY AND COLLEGE RECRUITING OPT – OUT	500.40	STUDENT HEALTH SERVICE AND REQUIREMENTS
500.08	EXHIBIT – 3 – RETENTION SCHEDULE SCHOOL RECORDS	500.41	DISTRICT NURSES
500.08	STUDENT RECORDS, PRIVACY RIGHTS, AND RELEASE OF INFORMATION	500.42	ADMINISTERING MEDICATION TO STUDENTS
500.09	PUBLICATIONS – SPEECH AND MANNERS	500.43	VISION SCREENING
500.10	RELEASED TIME CLASSES AND PUBLIC SCHOOLS (RELIGIOUS INSTRUCTION)	500.44	STUDENT HEARING CONVERSATION PROGRAM
500.11	SPECIAL EDUCATION FOR STUDENTS WITH DISABILITIES	500.46	EXHIBIT - 1 - HOME INSTRUCTION
500.13	LIFE WITH DIGNITY ORDERS	500.46	HOME AND HOSPITAL INSTRUCTION
500.20	EXHIBIT – 1 – STUDENT CLUB FORM		
500.20	STUDENT CLUBS		
500.22	STUDENT FEES, FINES, AND CHARGES (WAIVERS)		

# Student Dress Code Standards

Students shall dress in a manner suitable to the day's activities consistent with the standards of health, safety, and acceptable behavior.

Student clothing and accessories must not present a health or safety hazard or distraction, which would disrupt the educational mission. Disruption is defined as reactions by other individuals to the clothing or adornment, which causes the teacher/administrator to lose the attention of students, to modify or cease instructional activities, or deal with student confrontations or complaints.

Clothing: ([See, figure](#))

- Must cover the body as outlined in the figure with a fabric that is not see through, with no viewable undergarments (waistbands and bra straps excluded).
- Shall be free from writing, images or symbols that:
  - are lewd, vulgar, profane, obscene, violent, or sexually suggestive.
  - advocate, represent, or promote racism, discrimination, violence or hate in any form.
  - Signifies or depicts gangs or illegal or criminal activities.
- School officials will determine what constitutes "gang" clothing, colors, and paraphernalia after consultation with law enforcement agencies as needed.

The student dress code standards include, but are not limited to the following:

- All students shall wear clean clothing.
- Shoes shall be worn at all times to ensure personal safety and hygiene.
- Items that disrupt the educational mission shall not be allowed.
- Clothing that may draw undue attention, disrupt, or pose a health or safety issue, or interfere with the learning atmosphere, shall not be allowed.
- Items which bear advertising, promotions and likeness of tobacco, e-cigarettes, alcohol, or drugs or which are contrary to the educational mission, shall not be allowed.
- Personal items such as clothing, paraphernalia, jewelry, backpacks, gym bags, water bottles, etc., shall be free of writing, pictures, or any other insignias, which are crude, vulgar, profane, violent, or sexually suggestive.
- Students shall comply with the laws that govern wearing military uniforms and insignias ([Title 10](#)) USC § 771-772, and [Army Regulations 670 1 §29-4](#).

Accommodations must be made for students whose religious beliefs are substantially affected by dress code requirements.

School officials may require students to wear certain types of clothing for health and safety reasons in connection with certain specialized activities.

Students who violate dress code provisions may be subject to student discipline and due process procedures must be followed.



### **Hall Passes**

Students shall not be allowed out of class without a hall pass.

Students shall not receive assistance in the office areas without a hall pass.

### **Insurance**

Student insurance is available to all members of the student body at a minimal cost. CHIP information is located in Alta High's main office. It is highly recommended all students have some type of health and accident insurance. Neither the school nor the Canyons School District Board of Education is an insurance agent nor does the school or the district carry insurance on individual students. The district does provide the opportunity for an insurance company to serve students.

Students participating in athletics must have insurance coverage.

### **Lockers**

Students who opt to purchase a locker will be subject to the following:

#### **Locker Security**

In order to protect your locker items, it is critical for students to adhere to these rules:

Stay in your assigned locker.

Do not give out your locker combination to other students!

Do not leave valuables in your locker.

#### **Care of Locker**

Lockers are school property. Students are responsible for keeping lockers clean both inside and out. Any damage such as writing, scratches, or dents may result in the loss of locker privileges and students may be required to pay a fine for vandalism. Students are responsible to notify the Attendance Office if their locker is in need of repair or if it has been vandalized. Students will be held responsible for any unreported damage to their lockers.

#### **Locker Searches**

School officials reserve the right to search any or all school lockers at any time. Any item found in a school locker, which are of an illegal or inappropriate nature will result in disciplinary action. A complete copy of disciplinary actions can be found in CSD Policy 500.07

#### **Loss of Personal Property**

Canyons School District is not responsible for any personal property that is lost or stolen, which may have been stored in a student locker or gym locker. There is no provision, which allows payment for any personal item that is taken from a student locker.

### **Lost and Found**

Items left in the dance room will be held in that area. Items left in the gym area, will be held in either the women's or the men's dressing area. After approximately a week the item will be moved to the Lost and Found cabinets located in the attendance office. Items left in other areas of the building will be held in the Attendance Office.

At the beginning of each quarter and one week following the close of school, items that have not been claimed will be donated to charity.

## **Cashing and Change Policy**

The school does not cash checks. We accept checks and cash only for the exact amount of registration fees and approved school expenses. We do not accept two-party or out-of-state checks. Insufficient funds checks will be turned over to a collection agency for processing and collection. Change is not made in the main office. Credit Card/Debit payments are only accepted currently through your skyward account online.

## **Fines**

Fines will be assessed to cover the cost of damage or loss of school property such as books, desks, etc. A fine for vandalism will be assessed and the cost of repairs/replacement will be assessed to the student. Fines may also be viewed and paid online with a credit card through the student's Skyward fee management. If a student has a fine, statements will be emailed or mailed multiple times throughout the school year.

**Fines that are not paid, will be sent to a collection agency for processing and collections.**

**Senior Cap, Gown and Yearbooks will be withheld from graduating students until all fines are paid.**

## **Refunds**

### Students Transferring Out of the District

1. Fees are fully assessed and fully refundable for the first week of the school year. The school will issue a check or online refund according to refund schedule (available in the main office). After the first week of school, checks or online refunds are to be issued to the students' parent/guardian and/or mailed to them per their request.
2. A student's activity card must be returned to receive the activity fee refund.

### Students Transferring Within the District

If a student has a fee waiver agreement, it will be forwarded to the school receiving the student when requested.

The yearbook fee is refundable to students who withdraw from school before October 30. All other fees are not refundable.

**Fundraising funds are non-refundable and non-transferrable.**

## **Anti Bullying Policy CSD 500.02-5**

Pursuant to Utah Code Section 53G-9-605(3)(e) any student in possession of or redistribution of any act of bullying as defined in the above Utah Code Section will be subjected to [Exhibit—1—Levels of Behavior, Interventions and Responses](#).

# School Lunch and Breakfast

Students eat lunch in the Commons Area. A well-balanced breakfast is offered at a cost of \$1.25 Reduced \$0.30; lunch is offered to students at a cost of \$2.25, Reduced \$0.40\* per day. Additional items are available for students wishing to purchase single food items. Prices range from \$.50 to \$3.00. They can also purchase a second lunch for \$3.50.  
Adult Breakfast \$3.00 Lunch \$5.00.

All those eating school lunch/breakfast are expected to:

- (a) dispose of all lunch litter in waste cans
- (b) leave the table and floor clean, and
- (c) return trays to the dishwashing area.

Students who fail to comply with these rules of common courtesy (such as throwing food, and sitting or walking on tables) will be requested to assist in cleaning the Commons Area and may lose school lunch privileges. Repeated or serious offenses may result in suspension/parent conference, etc.

**\*Meal prices are subject to change**

# Comprehensive Guidance Program

Students and parents can make an appointment to see a school counselor on an individual basis throughout the school year. School counselors can guide students in the areas of academic planning, career guidance, and personal concerns.

Each year, every student and his/her parent's meet with a school counselor to discuss the student's ***Plan for College and Career Readiness***. During the Plan CCR topics discussed include: graduation requirements, 4-year high school planning, college entrance requirements, college planning and selection, career center resources, student services, grades, test taking strategies, and academic testing.

## College and Career Ready Timeline

### Freshman Year

- Attend your Plan CCR meeting and update your 4-year high school plan.
- **Attend classes and complete schoolwork. Arrive on time to class.**
- Ask for help when you struggle.
- Keep grades high for the best GPA and class rank.
- Get involved in school activities, leadership opportunities, and community service.
- Investigate and explore how your interests and abilities relate to careers.
- Create a college and career folder to keep track of all grades, awards, and involvement activities.

### Sophomore Year

- Attend your Plan CCR meeting and update your 4-year high school plan.
- **Attend classes and complete schoolwork. Arrive on time to class.**
- Ask for help when you struggle.
- Keep grades high for the best GPA and class rank.
- Get involved in school activities, leadership opportunities, and community service.
- Create a resume of your skills and experience, track grades, awards and involvement activities for your college and career folder.

### Junior Year

- Attend your Plan CCR meeting and update your 4-year high school plan.
- **Attend classes and complete schoolwork. Arrive on time to class.**
- Ask for help when you struggle.
- Keep grades high for the best GPA and class rank.
- Get involved in school activities, leadership opportunities, and community service.
- Take the ACT test. Use your results to maximize your academic strengths.
- Examine your abilities and interests and how they relate to careers.
- Explore careers, colleges, universities, and other training programs.
- Investigate and tour colleges with academic programs of your interest.
- Update your resume and continue tracking grades, awards, and involvement activities.

### Senior Year

- Attend your Plan CCR meeting and update your 4-year high school plan.
- **Attend classes and complete schoolwork. Arrive on time to class.**
- Ask for help when you struggle.
- Keep grades high for the best GPA and class rank.
- You may (optional) register to take the ACT test multiple times.
- Check college requirements to see if they require the SAT test.

- Visit colleges that have academic programs of your interest.
- Attend Alta's college day and other regional college and financial aid/scholarship presentations.
- Explore scholarship opportunities.
- Most scholarships are awarded from the college you chose to attend and are based on merit, leadership, diversity, and talent.

There are many private organizations that fund scholarships. Visit Alta's website for more financial aid/scholarship information: [www.ahs.canyonsdistrict/counseling.org](http://www.ahs.canyonsdistrict/counseling.org)

Register for the FAFSA (Free Application of Federal Student Aid) at [www.fafsa.gov](http://www.fafsa.gov). Many scholarships require completion of the FAFSA. Apply to colleges. Pay close attention to DEADLINES! Send transcripts, test scores, and letters of recommendation to the colleges of your choice. Use the information from your college and career folder to complete college and scholarship applications. If you need a letter of recommendation from a teacher, give them a resume and enough time to write a letter for you.

## High School Graduation Requirements

### Class of 2025

4	English Language Arts
3	Math (minimum of Algebra 1 or Common Core Math 1)
3	Science (two of three must be from: Earth Science, Biology, Chemistry, Physics)
3.5	Social Studies (.50 Geography, .50 World Civilizations, 1 US History, .50 Gov't, .50 Elective Social Studies)
2	P.E./Health
1.5	Fine Arts
1	Career & Technical Education
.50	Computer Technology
.50	Financial Literacy
<u>9.5</u>	<u>Electives</u>
<b>28</b>	<b>Total Credits</b>

### **Advanced Diploma**

#### *College and Career Readiness*

Standard Diploma requirements include completion of Math through Algebra 2 or Common Core Math 3, two of the three sciences must come from: Biology, Chemistry, or Physics, **and** 2 years of the same World Language (grades 8-12). Minimum GPA : 2.0

### **Honors Diploma**

#### *College and Career Readiness*

Advanced Diploma requirements including meeting benchmark scores on the ACT. Students must meet the following benchmark scores on the ACT test: English 18, Reading 21, Math 22 and Science 23. Minimum GPA: 3.0

### **PLAN CCR**

Each year every student and his/her parents will meet with a guidance counselor or another trained educator to discuss students' college/career readiness. During this meeting the following items will be covered:

- Progress toward graduation
- Review of educational assessments (SAT, ACT, JCT, etc.)
- Career field selection
- Review of 4-year plan and confirmation of course selection for the following year as it relates to career field selection.

### **Class Changes**

It is important for a student to make wise decisions when registering for classes, based upon his/her PLAN CCR, graduation requirements and future goals of both work and education.

Students will be able to access their schedules in August after their registration is completed. At that time, Alta will have a window of approximately 5 days, where students will have the opportunity to make changes to their schedule.

The only time a class change is made outside of the scheduling windows is for unusual circumstances in collaboration with a parent, teacher, administrator, counselor, and student where the situation presents itself as a necessary change. Some examples could include: a medical condition or situation, a student that has transferred to Alta from out of district, or a student that is in a class which is not an appropriate level.

# Testing

TEST	WHAT IS IT FOR?	WHO TAKES IT?
ACT	College admission test – Saturday test dates on actstudent.org All Juniors will take in Spring of Junior Year	Junior/Senior
AP TESTS	Earn college credit with a passing score	AP Students
PSAT/NMSQT	National Merit Scholarship qualifying test	Sophomores (practice/optional) Juniors (qualify)
ASPIRE		Freshman / Sophomores
SAT	College admission test – Pre SAT	Junior / Senior
CPT	College placement test for admitting students to concurrent enrollment classes	Junior / Senior

## Parent Teacher Student Association (PTSA)

Alta encourages all parents, teachers, and students to join the PTSA. The PTSA provides many services to the school and allows the entire Alta community to have input into improving Alta High. The dues for PTSA are \$10.00 and may be paid during online registration or separately in the main office.

## Parking

For all employees, students, and visitors who come each day to Alta High School, there are approximately 730 parking spaces on campus. Given the number of people who come each day, the number of vehicles can easily exceed the number of available parking spaces. This shortage is problematic. In order to ensure safe traffic flow and equitable parking for all, it is necessary to regulate on-campus parking. Since parking at Alta High is a privilege – not a right, everyone must comply with all school parking regulations.

Students and their parents must sign an Alta High Vehicle Parking Contract in order to purchase a student parking permit for \$10. Due to insufficient space in the student parking lots, student parking permits will be sold only to **11th and 12th grade students**. Only one parking permit may be purchased by an eligible student, however a second permit for motorcycle parking (in the designated motorcycle parking area) is available if needed. All student parking lots are located on the West side of the school nearest the soccer field and tennis courts.

Violations of the Parking Contract may result in one or more of the following consequences:

1. Verbal directive to move vehicle to a different location
2. A parking citation and fine
3. Booting the vehicle
4. Towing and impounding at owner's expense
5. Parking privileges being revoked for the remainder of the school year

Students who illegally park in areas not designated for student parking are subject to the consequences above. Student parking citations will be issued for parking in the faculty parking lot (East side of Alta High), the visitor parking lot (PAC lot), the bus drop off area (North side of Alta High), handicap parking spaces where a vehicle ADA permit is not displayed, red curb zones, unauthorized parking in a reserved space that is indicated with signage, or parking in areas not intended for parking such as on sidewalks or lawns. Sandy City Police may also issue their own parking citations for vehicles illegally parked on surrounding streets.

ALL PARKING CITATIONS MUST BE PAID PROMPTLY. UNPAID PARKING CITATIONS MAY BE SENT TO A COLLECTIONS AGENCY AND/OR PARKING PRIVILEGES MAY BE REVOKED.

A parking permit does not guarantee an available parking space. Parking spaces are first come, first served. Students returning from off-site classes may find it difficult to locate a parking space upon returning. This is NOT a valid excuse to park illegally. Late comers should expect to walk farther to reach the school building. Vehicles parked on campus without a valid parking decal will be cited.

Vehicles must be moved from the Drivers Ed. Range by 3:00 p.m. to avoid inhibiting Drivers Ed instruction. Violators who inhibit Drivers Ed will be subject to immediate towing at the owner's expense.

Completed Parking Contracts are due to the Main Office to purchase a parking decal. All outstanding school fees/fines must be paid to obtain a parking permit. Extenuating circumstances (ex: financial hardship) may be discussed with the school administrator over parking. Parking permits are not transferable to another student nor to another vehicle. A damaged parking decal may be replaced without cost by surrendering the previously issued decal to the Main Office.

#### Drop Off/Pick-up Zone

Student drop off is on the West side of the school in the drop off zone next to the Performing Arts Center.

The East parking lot is reserved for staff/faculty parking and is not to be used for student drop off. The bus zone on the North side of the school is for buses only. To avoid collisions, no student pick up or drop off is allowed in the bus zone.



# Student Clubs & Organizations

Alta High School offers students the opportunity to belong to and form multiple types of clubs for all interests. There are clubs associated with academic curriculum as well as non-curricular clubs. Students are able to join clubs throughout the school year. During the month of September Alta will hold club rush week where students are able to visit different club tables to learn about and join any club. We encourage all students to be engaged and join a club. If there is not a club that interests a student a new club can be formed. A club has to have a charter, an advisor, and at least seven members to be considered for club status. Below is a list of some clubs Alta offers. For a full list, please visit our website.

Academic Decathlon	HOSA
Anime Club	Improv Club
Art Club	Interact Club
ASL	Key Club
Book Club	Math Club
Chess Club	Table Top Club
Chinese Club	Mountain Bike Club
DECA	National Honor Society
Drama Club	Crochet Club
FBLA	Guitar Club
FCCLA	Polynesian Student Association
First Robotics	South Asian Student Association
French Club	SheTech
Pickleball Club	One Direction Club
German Club	Happynings Club
Hockey Club	

# Report Cards

Report cards will be available on Skyward to students at the end of each quarter.

## Visitors

A visitor is defined as anyone who is not a registered student or Canyons District employee assigned to Alta High School.

Alta High has a “**No Visitor**” policy, except those that have been invited to speak or help in a classroom, or others conducting school business. All visitors must sign in and receive a visitor’s badge from the Attendance Office (7:00 a.m. - 3:00 p.m.). Violators visiting during school hours may be issued a trespass citation. Visitor parking is located on the West side of the school next to the Performing Arts Center

Children who are not enrolled in Alta are not allowed in the school during regular school hours including: family members, friends, neighbors, etc. Specifically, younger children are not to be brought to the high school by their Alta High School enrolled students during the regular day.

## Work-Based Learning

Work-Based Learning (WBL) provides students with career awareness, career exploration and career pathway preparation for K-12 students. Through the Work-Based Learning opportunities students will be able to make better decisions leading to scholastic student motivation and improved post-secondary prospects. These opportunities will be presented through the following Work-Based Learning activities:

- Student internships
- Career Fairs
- Job Shadows
- Guest Speakers
- Field Studies
- Apprenticeships

Our vision is to support students with career skills and knowledge that will enable them to plan for their futures.