

# Hillcrest High School

2022-2023

## SCHOOL-WIDE DISCLOSURE DOCUMENT

Welcome to Hillcrest High School! We look forward to working with our school community to prepare students to be college and career ready by ensuring our students receive a quality and equitable education.

**VISION: RIGOR, RELEVANCE, RELATIONSHIPS. EVERY HUSKY, EVERY DAY!**

### CONTACT INFORMATION



School Address: 7350 S. 900 East  
Midvale, Ut. 84047

Main Office: 801-826-6000  
Counseling: 801-826-6020

Attendance: 801-826-6010  
School website: [hhs.canyonsdistrict.org](https://hhs.canyonsdistrict.org)

Attendance (Spanish): 801-826-6079

### ADMINISTRATION TEAM

Principal: Gregory Leavitt

Assistant Principals:

Dina Kohler (A-Di)

Katie Campbell (Do-LI)

Andrew Yawn (Lo-Pr)

Ari Tavo (Pu-Z)



### ACADEMICS

The primary goal of grading is to provide high quality feedback to parent/guardians and students; enabling them to clearly understand a student's progress, appropriately support the learning process and encourage student success.

Student's grades will demonstrate what a student knows, and performs within the current quarter. In order to earn credit student's must pass their class with a D- or higher.

Teachers will be given the flexibility to evaluate students with a grade that reflects their engagement, regular attendance, and grit. This includes students with IEPs and/or 504s, English Language Learners, and refugees.

### School-Wide Writing Rubrics

Writing matters for success in school, the community, and workplace. The school-wide rubric provides explicit instruction that focuses on demonstrating how to communicate effectively with power and purpose.

**The writing rubrics can be found on the HHS website under the parent/student resource tab.**

### HOW ARE GRADES WEIGHTED?

Grades will be weighted at a minimum:  
80% formal assessments  
20% daily instruction and practice work

Teachers will give a minimum of four formal assessments per quarter, three of which can be retaken following the teacher retake policy. (see test retake policy).

All students will receive equitable treatment.



### TRADITIONAL GRADING SCALE

Percentage	Grade	GPA
100-92.50	A	4.00
92.49-89.50	A-	3.66
89.49-86.50	B+	3.33
86.49-82.50	B	3.00
82.49-79.50	B-	2.66
79.49-76.50	C+	2.33
76.49-72.50	C	2.00
72.49-69.50	C-	1.66
69.49-66.50	D+	1.33
66.49-62.50	D	1.00
62.49-55.00	D-	0.67
Below 55%	F	0.00

### TEST RETAKE & LATE WORK POLICY

Departments will be responsible to publish their own retake exam criteria. HHS minimum retake criteria includes no missing daily practice work, and first test must be taken.

Daily practice work will only be accepted when turned in during the current unit. Remember 80% of your grades are based on formal assessments. Turning daily practice work in late or incomplete will not produce effective grades. (refer to individual department disclosures for deadlines).



# Positive Behavior Intervention System (PBIS)

## HUSKY CARDS



Husky cards are given to any student who demonstrates our school motto; Be responsible, be respectful, be safe. Husky cards can be used at the Husky Hut and will enter students in drawings for gift cards, free dance passes, and other prizes.

**TEACHERS ARE ENCOURAGED TO USE HUSKY CARDS AS A REWARD IN THEIR CLASS.**

## SCHOOL ATTENDANCE

Students will be rewarded quarterly and recognized for maintaining at least 90% attendance and also did not exceed the tardy threshold (5 per class ) each term.

## SCHOOL SPIRIT



Students attending school events can receive food, prizes, and HHS swag. SBO's will notify the student body of school activities, competitions, and events using HHS SBO instagram and youtube.



@Hillcrestsbo



Official Hillcrest High School

## HUSKY HEROES

HHS PTSA (Student Parent Teacher Association) recognizes 8 students each month with a gift bag. Students can be nominated by teachers, administrators, parents, or other students. Nomination forms can be found in the main office and in the attendance office.

## ASSEMBLIES AND DANCES

Welcome Back Assembly

Winter Charity Assembly

U-CAW Assembly

Homecoming

Burning of the H

Husky Howl

Sweet Hearts

Spring Fling

Junior Prom

Senior Dinner Dance

## Husky Grams



Husky-Grams are postcards that teachers send home to acknowledge the good things students are doing. Weekly Husky-Gram winners are selected and announced on Wednesdays. These students will receive Husky swag.

## DAWG WEDNESDAY



Students who can show perfect attendance for the week can get a hotdog on Wednesday (only offered during the specific weeks during first quarter).

## International Baccalaureate Treat

At the end of each term, all HHS students who achieve an average of 3.0 GPA or higher during the term are celebrated with a treat provided by the HHS IB program.



State program that enters students in drawings for college scholarships, a car, gift cards, and many other prizes.

# STUDENT SOCIAL EMOTIONAL SUPPORT

## Restitution Under Facilitation

RUF is a program for students who are at risk due to academics and behavior. It encompasses a restorative justice framework that empowers students to resolve conflict and repair damage.

CONTACT LANNY SORENSON FOR MORE INFORMATION:  
LANNY.SORENSEN@CANYONSDISTRICT.ORG

## STUDENT SUPPORT STAFF

HHS mentors make it easy for students to advocate for themselves through responsibility and positive relationship building.

## SAFE UT APP



Students can use this app to report concerns anonymously to school administrators.

APP can be downloaded on any smartphone.

## SOCIAL WORKER

Works directly with students who need support with depression, anxiety, suicidal thoughts, and other mental concerns.

TO MAKE AN APPOINTMENT, CONTACT VINCEN FRANCO:  
VINCEN.FRANCO@CANYONSDISTRICT.ORG

## PSYCHOLOGIST

Works with students who need social emotional support. The psychologist also works directly with students, parents, and administrators to develop academic accommodations for students (504s).

TO MAKE AN APPOINTMENT, CONTACT SCOTT MITCHELL:  
SCOTT.MITCHELL@CANYONSDISTRICT.ORG

## 9th Graders

Freshmen are invited to communicate with counselors, teachers, student support staff, and administrators. This is a great opportunity for ninth graders to get helpful tips on how to navigate their first year at HHS.

## HOPE SQUAD

The members of Hope Squad are the eyes and ears of a school. They are made up of students who are trained to keep an eye on at-risk students, provide friendship, identify warning signs, and seek help from adults.

FOR MORE INFORMATION, CONTACT THE COUNSELORS:  
LISA GARDNER OR KIM WALTERS

## HOPEFUL BEGINNINGS

This is an outside counseling service for students who need an individual therapy plan, medication management, skills development, and crisis services.

CONTACT THE ASSISTANT PRINCIPAL FOR INFORMATION AND REFERRAL PROCESS.

## ADDITIONAL STUDENT SUPPORT SERVICES

### *Academic Preparation Period (APP)*

Each day students are given 35 minutes to receive additional academic support (see school wide rules and expectations for details).

**Note: There is no APP class on Fridays (early release day)**



## LIBRARY

HOURS: 7:00am-3:00pm

### Services include:

- Research instruction and project guidance
- Reading recommendations and book club
- Extensive database resources for school or home
- Print and ebook collections (over 19,000 volumes)
- Computer and printer access
- Long-term Chromebook and Hot Spot check-outs

For additional information visit:  
hhs-library.weebly.com or call 801-826-6051

## MAKE-UP CREDITS/ONLINE CREDIT

Students who fail courses needed for graduation must make-up those credits. They may not retake the same course as part of their regular day program. Options for make-up credits include:

1. Student Support Lab class
2. After School credit recovery sessions
3. HHS Summer School
4. Hillcrest High School make-up packet
5. Summer School at Valley High School (call 801-572-7035)
6. Course work at other institutions accredited by the Utah State Board of Education, including BYU Independent Study courses
7. For grade replacement and test-out options contact your counselor

**CONTACT YOUR SCHOOL COUNSELOR TO SIGN-UP FOR CREDIT RECOVERY**

# SCHOOL-WIDE RULES & EXPECTATIONS

Hillcrest High School is a place of respect, responsibility and safety. We strive to maintain a positive environment where students and staff enjoy school and treat each other with mutual respect. All consequences received by students are a by product of respect, responsibility and safety.

## Attendance

HHS supports state and district attendance policies which call for fairness and to provide flexibility and accountability on the part of the student, parent, and the school. High attendance expectations have proven to improve academic achievement, graduation rates, responsibility, respect, school climate, and school safety. (see HHS website for HHS attendance policy).



## Attendance Codes:

<b>A</b>	Unexcused Absence
<b>T</b>	Tardy
<b>W</b>	Way Late Tardy- Entered class 10 minutes late
<b>A-VT</b>	Verified Truancy (student came to class and left or was seen wandering the halls)
<b>E</b>	Excused (parents must provide documentation of event to the attendance office for this mark to occur)
<b>N</b>	School Excused Event
<b>Z</b>	Absent to APP class

## FOOD POLICY

Food may only be consumed in the cafeteria or outside in the courtyard areas. Students who bring food back from restaurants should consume that food outside or in the cafeteria. Students are not allowed to consume food in classrooms, hallways or stairwells.

## DRESS CODE

Hillcrest High School observes and follows the Canyon's School District Dress Code Policy (500.2-8). Teachers and/or administrators will have authority to enforce the dress code policy.

Please note the following are highlights of the District's Dress Code Policy:

- Gang related clothing or paraphernalia are not allowed
- Dress must be clean and modest
- Clothing shall not distract from the educational mission



## ACADEMIC PREPARATION PERIOD (APP)

APP is a school-wide intervention that is offered to all students at Hillcrest High School.

- APP built into student's schedules both on A and B day (9:09am-9:44am).
- APP is considered a class period, students will receive either a pass or fail grade.
- Regular attendance and participation is required to receive a passing grade and credit each quarter.

**Students that attend APP less than 90% will receive a failing grade for APP.**

### HOW TO REQUEST AN APP HALL PASS:

Students are encouraged to request additional help from their respective teacher during APP. They must request a Hall Pass to visit a teacher that is not their APP teacher.

1. Download myHomework app
2. Log-in using HHS student CSD docs account
3. Request APP pass
4. Teacher will accept or deny request





# HILLCREST TECHNOLOGY GUIDELINES

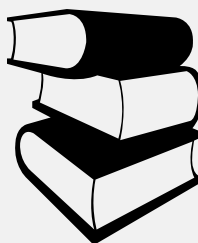
## District Policy



Allows:

Use of cell phones and other technology during non-academic time. During academic time students are asked to follow reasonable classroom rules that require distracting devices to stay unmonitored and out of sight.

## HHS CLASSROOM



Students will receive direct instructions from teachers on appropriate technology use during class time.

Students will be allowed to ask questions and check their understanding of the classroom rules.

## Interventions

1. Electronic device classroom rules will be explained.
2. Student distracted by device will be given a warning to put device away and out of sight.
3. If the warning is not heeded, students will be given a Vaultz 5x8 lockable pouch in which to place their device.
4. The pouch will be unlocked by the teacher at the end of the class.
5. Students who do not comply may be referred to administration for disrupting class.

## Vaultz 5x8



The pouch with the device locked inside will remain always with the student for the remainder of the class period. Upon the second offense the teacher may opt to lock the pouch for the remainder of the school day.

Phone may not be available for emergencies once it is in the pouch.

## Emergencies



HHS understands emergencies happen and students at times need to contact parents. In those cases students should ask the teacher for permission to contact a parent or guardian.