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Statement of.....

## Policy and Responsibility

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SUBJECT: MURRAY HIGH SCHOOL CITIZENSHIP CREDIT REQUIREMENTS FOR GRADUATION

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### Objectives

The primary goal of education is the development of individuals who possess the knowledge, skills, and human characteristics necessary to enable them to live meaningful lives and to make positive contributions to society. The Murray School District accepts a joint responsibility with the parents to ". . . Give special emphasis to... habits and qualities of character which promote an upright and desirable citizenry. . ." (Sec 53-14-10 UCA 1953).

To support this educational concept, schools and parents should expect students to be in regular attendance, punctual in arriving at classes, appropriate in their conduct at school, and responsible for their behavior.

To stress academic grades without placing at least equal emphasis upon citizenship performance fails to recognize one of the major purposes of public education. For these reasons, the Murray School District has established a Citizenship Credit requirement as a portion of the standard for graduation from Murray High School.

### I. GENERAL INFORMATION AND REQUIREMENTS FOR CITIZENSHIP CREDIT AT MURRAY HIGH SCHOOL

A. Graduation requirements include satisfactory citizenship and adherence to the rules and policies of the school.

B. Citizenship grades will be identified as follows:

S=Satisfactory

U=Unsatisfactory

C. The Citizenship grade is determined by the student's performance in the following areas:

Attendance

Behavior

Truancy

Tardy

"U" (Unsatisfactory) grades will be given for 1 or more unexcused absences, 2 or more unremediated tardies, 4 or more unappealed excused absences, 1 or more truancies (sluffs), disrespect for the teacher, or disruption of class learning activities.

D. Students who fail to meet Citizenship Requirements will not graduate from Murray High School.

E. Any "U"s received must be remediated prior to Graduation.

## II. CITIZENSHIP CREDIT DETERMINATION

### A. CLASSROOM BEHAVIOR SHOULD BE APPROPRIATE AND CONSISTENT WITH EACH TEACHER'S EXPECTATIONS.

The expectations will be described in the Disclosure Statement received from each teacher. An uncorrected series of negative behaviors could result in a "U" grade. Serious negative behaviors might include, but not be limited, to conduct such as:

1. Obvious disrespect for school authority or staff members;
2. Repeated use of vulgarity or profanity;
3. Direct and willful disobedience of classroom rules and school policies;
4. Disruption of classroom and/or school activities; and
5. Theft or destruction of school property.

### B. ATTENDANCE

1. Students who miss school for an entire day for any cause must have their parent/guardian call the school to excuse the full day absence within five school days following the full day absence. Failure to have a full day absence excused will result in an unexcused absence and subsequent consequences.

Legitimate Absences are defined by the Murray Board of Education as:

1. Personal illness of pupil (Principal may require a note from a doctor.)
2. Serious illness or death of a member of the family
3. Grave emergencies demanding the help of the pupil at home
4. Unavoidable delays or failure of transportation
5. Other circumstances that in the judgment of the principal constitute a justifiable absence from school and for which arrangements have been made with the principal in advance.

Students who miss part of a school day are subject to school attendance policies as outlined in the school policy handbook. This includes adhering to all school check-in and check-out procedures (see #2).

#### 2. Check-in and Check-Out Procedure

Students may NOT leave school during the school day without checking out. If they do so, the absence will be considered a truancy. Students who need to leave school at any time during the day for any reason must go to the attendance office to check out before

leaving the building. Parents must pre-approve any check-out either by phone or with a note.

Students returning more than ten minutes late from lunch must check in at the attendance office; however the absence will not be excused. Students arriving more than ten minutes late to the start of school must check-in with the attendance office and will have five days to have a parent excuse that absence.

No exceptions to the check-in and check-out policy will be made.

3. If students have any unexcused absences from any class, during any term,, they will receive a "U" in citizenship. After any unexcused absence the student will be referred for detention and possible suspension.
4. On the fourth excused absence, a student will receive a "U" in citizenship.
5. Students participating in approved school activities (athletics, debate, DECA, etc.) will not be considered absent according to the policy.
6. Students will be considered absent if they are tardy for more than ten minutes of the class.
7. Parents will be notified following the fourth absence and an assigned "U" to enable the student to initiate an appeal if warranted.
8. Excessive absences may require a parent/student/administrative conference to determine a course of action.

#### C. TRUANCY

1. Truancy is defined as deliberately absence from school and/or class without the knowledge or consent of the parents or the school prior to the absence.
2. Any truancy will result in a student receiving a "U" in citizenship and a truancy citation.
3. A truancy or unexcused absence may be remediated during the term by attending two forty-five minute detention sessions before or after school within 10 school days of the missed class.
4. A student who is habitually truant may be referred to the school resource officer or truancy court.

#### D. TARDINESS:

1. Students are expected to be in their seats ready to work when the bell rings. Students will be marked absent if they are ten or more minutes late.
2. An unsatisfactory citizenship mark (U) will be given in any class in which a student has more than one tardy per term. Tardies may be remediated by attending one 45-minute detention, before or after school, within ten days of the date the tardy occurred.
3. Students are subject to all other school tardiness policies and procedure.

### III. APPEALS PROCEDURE

#### A. Appeals to prevent loss of citizenship credit for legitimate reasons:

1. If absences are due to verifiable illness or special circumstances beyond a student's control, students may pre-appeal the "U"s during the term in which the absences occur.
2. Appeal forms must be completed and returned to the front office at least one week prior to the end of the term.
3. If the appeal has been approved, the teachers will be notified not to count these legitimate absences toward the citizenship grade.

#### B. Appealing lost citizenship credit (late appeal).

1. If students feel that they have been denied citizenship credit unfairly due to circumstances beyond their control, they may appeal their case to the appeals board.
2. Appeals will only be accepted during the term immediately following the credit loss.
3. An appeal form can be obtained at the main office, attendance office, U office, or online.

### IV. CITIZENSHIP REMEDIATION

#### A. Citizenship remediation for each "U" may be accomplished in one of the following ways:

1. Attend three hours of detention (four forty-five minute detention sessions).
2. Complete an accredited remediation course to remove one U" per .25 credit course.
3. If a student earns all satisfactory citizenship marks in any given quarter, all "U"s from the previous quarter will be removed.