

West High School Student Handbook



2024-2025

IMAGINE A COMMUNITY WHERE ALL HUMANS ARE EMPOWERED TO COLLABORATE
WITH CONFIDENCE AND DIGNITY TO CREATE A BETTER WORLD.

WEST CAN.

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People

ADMINISTRATION + COUNSELORS

Principal Jared Wright, Ed.D.
Athletic Director Justin Thompson

Jared.Wright@slcschools.org
Justin.Thompson@slcschools.org

Class of 2025 – Seniors

Assistant Principal Sarah Thomas, Ed.D.
Counselors Duane Bourdeaux, A-L
Greg Steed, M-Z

West2025@slcschools.org
Sarah.Thomas@slcschools.org
Duane.Bourdeaux6@slcschools.org
Gregory.Steed@slcschools.org

Class of 2026 – Juniors

Assistant Principal Kenny Auld
Counselors Andres Osorio, A-L
Aaron Leeflang, M-Z

West2026@slcschools.org
Kenneth.Auld@slcschools.org
Andres.Osorio@slcschools.org
Aaron.Leeflang@slcschools.org

Class of 2027 – Sophomores

Assistant Principal Wayne Culley
Counselors Yulliana Novoa, A-L
Courtney Davis, M-Z

West2027@slcschools.org
Wayne.Culley@slcschools.org
Yulliana.Novoa@slcschools.org
Courtney.Davis@slcschools.org

Class of 2028 – Seniors

Assistant Principal Shannon Wilson
Counselors Candace Garcia, A-L
Amie Burton, M-Z

West2028@slcschools.org
Shannon.Wilson@slcschools.org
Candace.Garcia@slcschools.org
Ami.Burton@slcschools.org

Extended Learning Program – 7th + 8th Grade

Assistant Principal Brian Fauver
Counselor Ben Slivnick

WestELPer@slcschools.org
Brian.Fauver@slcschools.org
Ben.Slivnick@slcschools.org

Additional Resources

AP/IB Coordinators Jenny Nicholas, Ed.D.
Carla Zumbado, Ph.D.

CTE Office Connie Wyckoff

U of U Health Clinic 801-646-WEST (9378)

Library Kara Budge

Social Worker Kc Santistevan

Student Resource Ctr Wendy Petersen Morse

Jenny.Nicholas@slcschools.org
Carla.Zumbado@slcschools.org

Connie.Wyckoff@slcschools.org

WHSCadmin@hsc.utah.edu

Kara.Budge@slcschools.org

Kc.Santistevan@slcschools.org

Wendy.PetersenMorse@slcschools.org

TEACHERS

Name	Department	Room
Stapley, Natalie	Special Education	108
Blodgett, Brian	Performing Arts	109
Hollenbeak, Madeleine	Career Technical Education	110
Burrage, Leah	Daycare	110
Stapley, Natalie	Special Education	112
Orton, Nikki	Special Education	200
Wilburt, Haily	Special Education	201
Harper, David [Ed.D.]	Social Studies	202
McKenna, Jenny	English Language Arts	203
Reitz-Larsen, Nicole	Career Technical Education	206
Gilson, Mackenzie	Special Education	207
Gilson, Mackenzie	Special Education	209
Pickle	English Language Arts	216
Taber, Jacob	Social Studies	218
Powers, Heather	Career Technical Education	222
Hernandez, Andrea	Performing Arts	223
O'Neal, Brian	Community Education	Commons
Packer, Sera	Career Technical Education	235
Baca, Moses	Visual Arts	A207
Budge, Kara	Librarian	Library
Stephenson, Will	English Language Arts	300
Poll, Lori	World Languages	301
Plummer, Erica	English Language Arts	302
John, Tara	English Language Arts	303
Colton, Kimberly	Special Education	306
McDonald, Sara	Reading	308
Sorensen, Sham	Special Education	310
Simmonds, Matt	Special Education	312
McKeen, Rachel	World Languages	313
CTE Office		314
Nava, Laura	Special Education	315
Erickson, Caitlin	English Language Arts	320
Dougherty, Sarah	Instructional Coach: Math	322
Jones, Lisa	Instructional Coach: Science	322
Nitka, Katie	Instructional Coach: English Language Arts	322
Anderson, Susana	World Languages	324
Luo, Emmy	World Languages	331
Harmstead, Adam	English Language Arts	333
Esterman, Sophia	Visual Arts	337
tbd	Visual Arts	B302
Peterson, Amanda	Visual Arts	B308
Smith, Evan	Visual Arts	B309
Delfin, Jamie	Visual Arts	B311

Warner, Nicole	Visual Arts	B313
Lamani, Laila	World Languages	400
Barker, Julie	English Language Development/Social Studies	402
Aldridge, Denny	English Language Arts	403
Thompson, Marcie	English Language Arts	405
Rodriguez Malo, Elizabeth	World Languages	406
Algarin, Angie	English Language Arts	408
Poe, Lauren	English Language Arts	409
Thompson, Mindy	English Language Arts	412
Hutchings, Stacey	Performing Arts	416
Gates, Valerie	English Language Development	417
Johnson, Kari	World Languages	419
Lopati, Keith	Special Education	420
Rondem, Chris	Special Education	421
Francis, Soo	Math	422
Haupt, Lauren	Math	424
Whitlock, Amelia	Math	426
Packer, Jefferson	English Language Arts	428
Shin, Stephanie	Math	431
Butler, William	Career Technical Education	433
McGill, Chris [Ph.D.]	English Language Arts	437
Matheson, Mike	Social Studies	C400
Twiggs, Sandra	Social Studies	C402
Arthur, Suzanne	Social Studies	C407
Reynolds, Holly	Social Studies	C408
McNally, Helen	Social Studies	C409
tbd	Social Studies	C411
Hunt, Stephanie	English Language Arts	C415
Alder, Emily	Social Studies	C417
King, Teri	Social Studies	C420
McClain, Mike	Special Education	D400
Haglund, Benson	Math	D401
Maila, Nicole	Math	D403
Bustamante, Jessica	Math	D404
Hansen, Rebekah	Math	D405
Sweeney, Larry	Math	D407
Richardson, Ann	Reading/English Language Arts	D409
Blackham, Sonja	Career Technical Education	T115
Gonzales, Julio	JROTC	T119
Kehr, Jonathan	JROTC	T119
Vonniederhausern, Bryce	Career Technical Education	T120
Morris, Stuart	Career Technical Education	T122
Smith, Trevor	Career Technical Education	T123
Rodabough, Matthew	Career Technical Education	T124
Ardito, Janeen	Math	T125

Bulson, Alison	Science	T126
Hamlin, Jenne	Health Sciences	T133
Barnard, Kathy	World Languages	T134
Bartholomew, Ron	Career Technical Education	T135
PE Classroom	Physical Education	T204
PE Classroom	Physical Education	T206
Rykert, Drew	Physical Education / Health Science	T208
Nelson, Nate	Math	T210
Vawdrey, Todd	Math/Career Technical Education	T211
Bainsmith, Dani	Science	T213
King, Crystal	Science	T216
Spencer, Nicholas	Science	T217
Bergquist, Doug	Science	T218
Peach, Nicholas	Science	T219
Arce-Larreta, Enrique	Science	T220
Nelson, Lacy	Health Sciences	T221
Anderson, Melissa	Science	T224
Capra, Erin	Science	T228
Hunt, Janae	Science	T229
Thirlwell, Hillary [Ph.D.]	Science	T230
Hathaway, Danell	Performing Arts	FH Dance
McFarland, Garth	Health Sciences	FH12
Dupaix, Mason	Physical Education	FH
Vignogna, Joseph	Physical Education	FH
Groves, Bill	Physical Education	FH
Jackson, Casey	Physical Education	FH
Mills, Ali	Physical Education	FH-Upstairs
Park, Luis	Drivers Ed	9-8423/P1

CAFETERIA TEAM

Nutrition Manager	Tonya Slaughter	Tonya.Slaughter@slcschools.org
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CUSTODIAL TEAM

Head Custodian	Ronnie Johnson	Ronnie.Johnson@slcschools.org
Head Night Custodian	Samantha Ocampo	Samantha.Ocampo@slcschools.org

IT TEAM

Support Technician	Derek Pester	Derek.Pester@slcschools.org
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OFFICES + STAFF**Main Office – Main Hall, 2nd Floor of Main Building**

Principal's Secretary	Lynette Hilton	Lynette.Hilton@slcschools.org
Secretary	Sandra Crockett	Sandra.Crockett@slcschools.org
Office Clerk	Isabel Navarro	Isabel.Navarro@slcschools.org
Office Clerk	Laurie Russell	Laurie.Russell@slcschools.org

Student Services – Room 208, Main Hall, 2nd Floor of Main Building

Registrar	Julie Brooks	Julie.Brooks@slcschools.org
Enrollment Secretary	Cindy Peterson	Cindy.Peterson@slcschools.org
Attendance Clerk	Jennifer Villalobos	Jennifer.VillalobosRamirez@slcschools.org
Office Clerk	Vivian Pinilla-Herron	Claudia.Pinillia-Herron@slcschools.org

Financial Offices – Rooms 217 + 219, Main Hall, 2nd Floor of Main Building

Treasurer	Val Shockley	Valda.Shockley@slcschools.org
Purchasing	Lin Eugster	Lin.Eugster@slcschools.org

IB Office – Room 318, Main Hall, 3rd Floor of Main Building

IB Coordinator	Jenny Nicholas, Ed.D.	Jenny.Nicholas@slcschools.org
IB Coordinator	Carla Zumbado, Ph.D.	Carla.Zumbado@slcschools.org

Guidance Center – Room 316, Main Hall, 3rd Floor of Main Building

Secretary	Stephanie Gordon	Stephanie.Gordon@slcschools.org
Guidance Clerk	Aunika Kidd	Aunika.Kidd@slcschools.org

CTE / Concurrent Enrollment Office – Room 314, Main Hall, 3rd Floor of Main Building

Coordinator	Connie Wyckoff	Connie.Wyckoff@slcschools.org
Secretary	Gina Blake	Gina.Blake@slcschools.org
Work-Based Learning	TBD	tbd@slcschools.org

Scholarships – Room 325, Main Hall, 3rd Floor of Main Building

Specialist	TBD	tbd@slcschools.org
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Distribution – Room 101, Main Hall, 1st Floor of Main Building

Clerk	Dorothy Draper	Dorothy.Draper@slcschools.org
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ATHLETIC DEPARTMENT

Athletic Director Justin Thompson, MCAA
 Athletics Secretary Zilpah Saena

Justin.Thompson@slcschools.org
 Zilpah.Saena@slcschools.org

Coaches + Advisors

Activities

Vocal Music Andrea Hernandez
 Instrumental Music Brian Blodgett
 Speech + Debate Ryan Knippel
 Theatre Stacey Hutchings

WestActivities@slcschools.org

Andrea.Hernandez@slcschools.org
 Brian.Blodgett@slcschools.org
 Ryan.Knippel@slcschools.org
 Stacey.Hutchings@slcschools.org

All Head Coaches of UHSAA Athletic Teams

Fall Sports

Cross Country Joseph Vignogna
 Golf [Boys] Mike Matheson
 Football Junior Solovi
 Soccer [Girls] Gabi Cheng
 Tennis [Girls] Casey Jackson
 Volleyball Fesi Masaniai

WestCoaches@slcschools.org

WestCoachesFall@slcschools.org

Joseph.Vignogna@slcschools.org
 Mike.Matheson@slcschools.org
 Olosaa.Solovi@slcschools.org
 Gabriel.Cheng@slcschools.org
 Casey.Jackson@slcschools.org
 Fesi.Masaniai@slcschools.org

Winter Sports

Basketball [Boys] Mason Dupaix
 Basketball [Girls] Junior Solovi
 Cheer Ally Jamerson
 Drill Team Brittaney Brooks
 Swimming Casey Jackson
 Wrestling Brandon Dansie

WestCoachesWinter@slcschools.org

Mason.Dupaix@slcschools.org
 Olosaa.Solovi@slcschools.org
 Mary.Jamerson@slcschools.org
 Brittaney.Brooks@slcschools.org
 Casey.Jackson@slcschools.org
 Brandon.Dansie@slcschools.org

Spring Sports

Baseball Jordan Oseguera
 Golf [Girls] Mike Matheson
 Lacrosse [Boys] tbd
 Lacrosse [Girls] tbd
 Soccer [Boys] Conner Mitchell
 Softball Sharee McBraun
 Tennis [Boys] Casey Jackson
 Track + Field Stephanie Davis

WestCoachesSpring@slcschools.org

Jordan.Oseguera@slcschools.org
 Mike.Matheson@slcschools.org
 tbd@slcschools.org
 tbd@slcschools.org
 Conner.Mitchell@slcschools.org
 Sharee.McBraun@slcschools.org
 Casey.Jackson@slcschools.org
 Stephanie.Davis@slcschools.org

Sports Medicine Team | TOSH

Athletic Trainer Nate Stone
 Athletic Trainer Garth McFarland

Nate.Stone@imail.org
 Garth.McFarland@slcschools.org

ASSOCIATED STUDENTS OF WEST

ASW President Asher Lucas
 ASW Vice President Caroline Dansie
 ASW Secretary Julia Powell
 ASW Assembly Coordinator Wendy
 Campomanes Garcia
 ASW Historian
 ASW Publicity Jacob Baker
 ASW Diversity Ambassador Al Crnica
 ASW Spirit Ambassador Andy Rosales

Class of 2025 – Seniors Class Officers

President Zoe Mould
 Vice President AJ Tukuafu
 Secretary Clara Swain

Class of 2026 – Junior Class Officers

President Khloe Talbot
 Vice President Talia Garibay
 Secretary Tina Yantas

Class of 2027 – Sophomore Class Officers

President Bianka Chavez

 Vice President Payton Thompson

 Secretary Melony Zarate

Class of 2028 – Freshman Representatives

President TBD
 Vice President TBD
 Secretary TBD

ELP Class Officers & Representatives

President Lui Fifita
 Vice President Minna Tu
 Secretary Alex Leonard

SENATORS

Avery Jones
 Jacqueline Morales
 Yaxin Zhuo
 Lillian (Lillie) Brennan
 Elena Linzer
 Rocio Garcia
 Drusilla Kaleem
 David Ramirez
 Emma Mitchell
 Natalie Roberts
 Maria Balderas
 Carlos Nunez
 Ana-Kava Fifita
 Zakiyah Westerman
 Leo Pearson
 Nivarika (Niva) Annigeri
 Talmage Enniss
 Fanny Boox
 Eliza Harden
 Mina Tasdizen
 Charlie Livers
 William Pollard
 Sonja Pardyjak
 Gyeth Nyawelo
 Citlalli Dirzo
 Ulises Huerta
 Desteny Ruiz
 Adeline Splain
 Sheree Nez
 Ayline Estrada
 Tenzin Jamyang
 Beyah Delfin
 Ryan Alvey

Bell Schedules

FIRST LUNCH

CLASS	TIME
1	8:45 a.m. – 10:10 a.m. [85 MIN]
2	10:16 a.m. – 11:45 a.m. [89 MIN]
LUNCH	11:45 a.m. – 12:15 p.m. [30 MIN]
3	12:20 p.m. – 1:45 p.m. [85 MIN]
4	1:51 p.m. – 3:15 p.m. [84 MIN]

SECOND LUNCH

FIELD HOUSE & OTHER ASSIGNED GROUPS

CLASS	TIME
1	8:45 a.m. – 10:10 a.m. [85 MIN]
2	10:16 a.m. – 11:45 a.m. [89 MIN]
3	11:50 a.m. – 1:15 p.m. [85 MIN]
LUNCH	1:15 p.m. – 1:45 p.m. [30 MIN]
4	1:51 p.m. – 3:15 p.m. [84 MIN]

EARLY RELEASE FIRST LUNCH

CLASS	TIME
1	8:45 a.m. – 9:55 a.m. [70 MIN]
2	10:01 a.m. – 11:15 a.m. [74 MIN]
LUNCH	11:15 a.m. – 11:45 a.m. [30 MIN]
3	11:50 a.m. – 1 p.m. [70 MIN]
4	1:06 p.m. – 2:15 p.m. [69 MIN]

EARLY RELEASE SECOND LUNCH

FIELD HOUSE & OTHER ASSIGNED GROUPS

CLASS	TIME
1	8:45 a.m. – 9:55 a.m. [70 MIN]
2	10:01 a.m. – 11:15 a.m. [74 MIN]
3	11:20 a.m. – 12:30 p.m. [70 MIN]
LUNCH	12:30 p.m. – 1:00 p.m. [30 MIN]
4	1:06 p.m. – 2:15 p.m. [69 MIN]

PAC DAY FIRST LUNCH

CLASS	TIME
1	8:45 a.m. – 9:57 a.m. [72 MIN]
PAC	10:03 a.m. – 10:53 a.m. [50 MIN]
2	10:59 a.m. – 12:11 p.m. [72 MIN]
LUNCH	12:11 p.m. – 12:41 p.m. [30 MIN]
3	12:46 p.m. – 1:58 p.m. [72 MIN]
4	2:04 p.m. – 3:15 p.m. [71 MIN]

PAC DAY SECOND LUNCH

FIELD HOUSE & OTHER ASSIGNED GROUPS

CLASS	TIME
1	8:45 a.m. – 9:57 a.m. [72 MIN]
PAC	10:03 a.m. – 10:53 a.m. [50 MIN]
2	10:59 a.m. – 12:11 p.m. [72 MIN]
3	12:16 p.m. – 1:28 p.m. [72 MIN]
LUNCH	1:28 p.m. – 1:58 p.m. [30 MIN]
4	2:04 p.m. – 3:15 p.m. [71 MIN]

ASSEMBLY SCHEDULE FIRST LUNCH

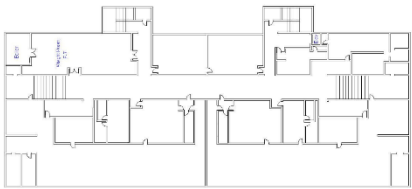
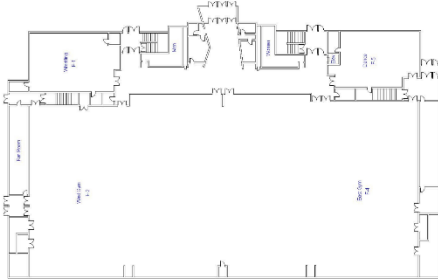
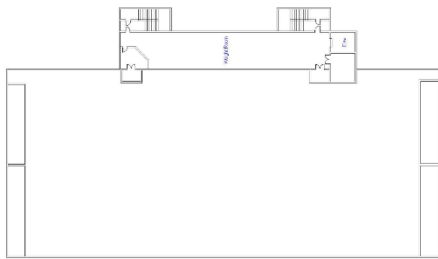
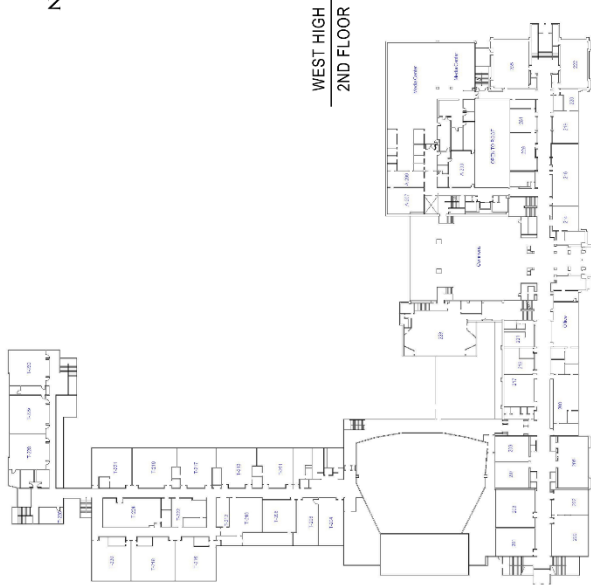
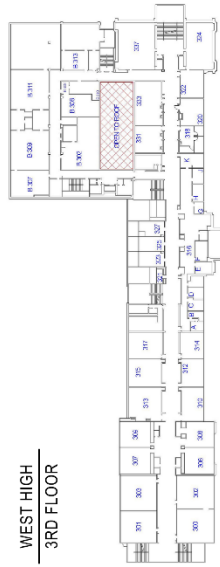
CLASS	TIME
1	8:45 a.m. – 9:51 a.m. [66 MIN]
2+	9:57 a.m. – 12:24 p.m. [75 + 66 MIN]
ASSEM	
LUNCH	12:24 p.m. – 12:54 p.m. [30 MIN]
3	12:59 p.m. – 2:04 p.m. [65 MIN]
4	2:10 p.m. – 3:15 p.m. [65 MIN]

ASSEMBLY SCHEDULE SECOND LUNCH

FIELD HOUSE & OTHER ASSIGNED GROUPS

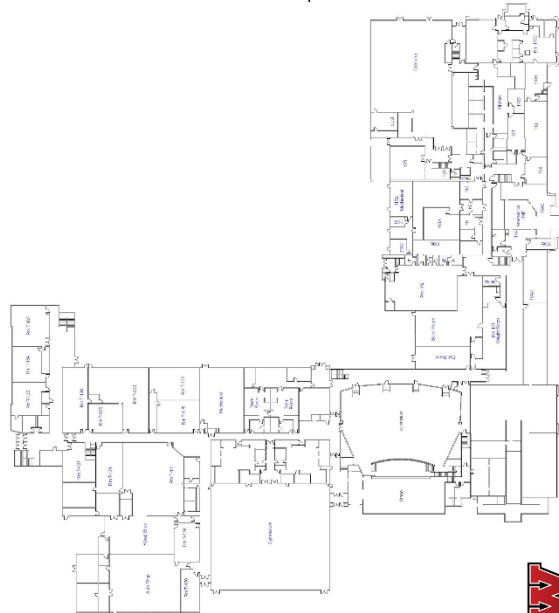
CLASS	TIME
1	8:45 a.m. – 9:51 a.m. [66 MIN]
2+	9:57 a.m. – 12:24 p.m. [75 + 66 MIN]
ASSEM	
3	12:29 p.m. – 1:34 p.m. [65 MIN]
LUNCH	1:34 p.m. – 2:04 p.m. [30 MIN]
4	2:10 p.m. – 3:15 p.m. [65 MIN]

Campus Map



**WEST HIGH
FIELD HOUSE**

**WEST HIGH
1ST FLOOR**



School Branding

All West High clothing items, uniforms, social media, and other products should comply with the official West High branding guide. The branding guide covers logos, colors, font types, and is located on the school website.

The primary colors for West High are **West Red** (hex code #cb2027) and **Panther Black** (hex code #000000). The secondary colors are **True White** (hex code #ffffff) and **West Grey** (hex code #4d4d4d).

The primary logo for West High is the red block **W**. All others are secondary logos.

Here is the West High School [branding guide](#).

Academic Integrity

At West High School, *Academic Integrity* means that students engage authentically in their scholarly aims and act with honesty. As a result, students will be more knowledgeable, dedicated, and trustworthy. Academic integrity improves the West High shared culture for everyone.

Inauthentic academic behaviors include:

- **Cheating**, (e.g., copying others' work, using prohibited material or devices);
- **Dishonest Cooperation or Collusion**, (e.g., having others secretly complete the work for you, or relying on other group members to complete the task); and
- **Plagiarism**, (e.g., using other people's work, words, or specific ideas as your own without citing them).

Academic dishonesty will be investigated at a teacher level and potentially an administrative level. The consequences will be commensurate with the individual situation.

Here is the Salt Lake City School District's Board Policy I-8 on [Student Progress And Academic Achievement](#).

Here is the Salt Lake City School District's Board Policy S-3 on [Student Conduct And Discipline](#).

Grading

Students are graded by teachers within each course. Teachers will provide a syllabus when classes begin. The syllabus will clarify each class's grading scale. Canvas is synched to PowerSchool and scores are transferred between the platforms. Sometimes there is a delay or error in the upload from Canvas to PowerSchool. Please contact teachers if there are questions about grades in PowerSchool.

Here is the Salt Lake City School District's Board Policy I-8 on [Student Progress And Academic Achievement](#).

Here is the Salt Lake City School District's Board Policy S-3 on [Student Conduct And Discipline](#).

Attendance Policy

Our goal is to establish a school culture of support and accountability, among students and adults, throughout West High School. Attendance in school and participation in classes are crucial pieces of learning and development. Consistent attendance helps students develop habits that are important in school and in the future. Therefore, students are expected to attend all of their classes, every school day.

Attendance is marked during every class and can be seen by students and guardians in PowerSchool. The following codes are entered by teachers:

- [blank] – Present (when a student is present for class, their attendance is blank)
- A – Absent (student did not attend the class, remains coded as A until excused)
- L – Late (student arrived up to 10 minutes after the bell)
- T – Tardy (student arrives more than 10 minutes after the bell)
- X – Excused Late or Tardy (student arrives late or tardy but with an excusal from an office)

The following codes are entered by office staff or administration:

- R – Released (school sponsored activity, excused)
- S – Suspension (suspension)
- E – Excused absence (excused by a parent or guardian)
- O – Out of class (receiving school services)

Students will be on **Activity Hold** if they meet any of the following:

1. two T's (tardies) or L's (lates) in a class;
2. two A's (absences) in a class;
3. have more than one F grade; and/or
4. their GPA drops below a 2.0.

What is **Activity Hold**?

Activity Hold means the student will not be able to attend any school sponsored social or extracurricular event. This includes dances, athletic events, concerts, clubs, spirit bowl, theater events, or any other extracurricular activity at the school. If a student is on a team or part of a performing group, **they will not be eligible to participate while on Activity Hold**.

How do students get off **Activity Hold**?

Students get off **Activity Hold** by:

- having their parent / guardian excuse any unexcused absences;
- improving any failing grades;
- moving their GPA above 2.0; and / or
- meeting with their administrator or counselor to create (and then fulfill) a contract that involves a plan for improvement in attendance, grades, or both.

After a student is off **Activity Hold**, when they meet the criteria again, they will automatically be moved back onto **Activity Hold**.

If a student is absent from class and their attendance is marked A (for *Absent*), that absence must be excused by the parent, guardian, or caregiver within 10 days of the absence. Student absences can be excused by a parent, guardian, or caregiver by visiting the [West High website](#).

School activity absences (field trips, athletic events, etc.) will be marked *Released* by office staff for students approved to participate in school sponsored events that take place during the school day.

Tardy/Late excusal slips will be available in the Main Office, Student Services, and Guidance Center for students with parent / guardian notes excusing the student for arriving tardy/late for class. Students must arrive with the parent / guardian excuse note – tardies/lates cannot be excused after the fact.

Students are expected to have eight classes on their schedule. If seniors and juniors want to add *Work Release* or *Home Release* for first or fourth period, they can apply in the Guidance Center. Students who have *Work Release* or *Home Release* must be off campus during those class periods.

Here is the Salt Lake City School District's Board Policy S-4 on [Student Attendance](#).

Here is the Salt Lake City School District's Board Policy S-3 on [Student Conduct And Discipline](#).

Dress Code

This dress code was created in collaboration among parents, teachers, students, and administrators. We believe our dress code reflects our vision statement and supports an inclusive learning environment. At West, we are accepted, appreciated, validated, and give fair treatment. Situations involving religious, medical, or health exemptions will be respected and accommodated. Some activities, events, and classes will have specific clothing and/or shoe requirements for safety reasons. Adults will tell us when specific attire is necessary to keep us safe. School administration is responsible for the reinforcement and interpretation of West's code. The West community is responsible for reinforcement and encouragement of West's dress code.

At West, we are fully dressed. This includes a clothing top and bottom that covers nudity.

- Clothing tops have a front, back, and sides. It is okay if midriffs show.
- Clothing bottoms are pants, sweatpants, shorts, skirts, dresses, or leggings. It is okay for underwear waistbands to show.

At West, we wear shoes.

At West, we can wear hats. Our faces cannot be covered or hidden by head attire unless worn for religious, health, or medical reasons.

At West, we chose safe forms of self-expression. We do not wear clothing that depicts hate or violence. Our clothing does not show illegal or inappropriate images/behavior/language.

At West, we have choice in our hairstyle. Colors, styles, and other self-expressions shared through hairstyle are allowed.

At West, we can use a backpack all day, including in the classrooms. Backpacks and bags must be of average sizes, so they take up reasonable space in the classrooms.

At West, we can wear:

- Tank tops, crop tops, and sleeveless tops
- Flip flop shoes, open-toed shoes
- Backpacks
- Hats
- Pajamas
- Ripped clothing
- Athletic attire
- Fitted clothing
- Hoodies

At West, we cannot wear:

- Gang attire
- Swimsuits
- Underwear as our outer top or bottom clothing
- Images or language:
 - Related to illegal items or activities (this includes drugs, alcohol, tobacco, vaping)
 - That promotes hate or violence
 - That uses profanity or obscenity
 - That are sexual or pornographic
 - That creates a hostile or intimidating environment based on any protected class

If we do not follow our dress code, we will be given clothing that does or directions to modify our attire. If we do not want to wear the clothing provided or follow directions in modifying our attire, we are refusing to follow dress code policy. Our families are called in this situation, and we will be put into “in school detention” the remainder of the day. We understand that the first and second times we do not follow dress code and will not comply with directions or wear clothing that is offered, we are placed into “in school detention”. Our third time is considered “out of school suspension”. Any further times we are sent home, it will be handled more severely following our district’s S-3 policy.

Here is the Salt Lake City School District’s Board Policy S-5 on [Dress Code](#).

Here is the Salt Lake City School District’s Board Policy S-3 on [Student Conduct And Discipline](#).

Cell Phone Policy

The purpose of the West High School cell phone policy is to support a focused and engaging learning experience for all students. This policy is designed to minimize distractions, encourage face-to-face interactions, and ensure that all students can fully engage in learning.

Cell Phone Usage:

- **During Class Time:** Students are not permitted to use cell phones during class time. This includes texting, calling, browsing the internet, and using social media or other apps.
- **In the Classroom:** Cell phones must be out of sight, and/or stored in a designated area (e.g., a backpack or a cell phone holder provided by the teacher) during class.

Exceptions:

- Accommodations: Students with specific accommodation listed in their IEP, 504, medical plan, or school developed support plan will be allowed access to their cell phones during class time, within the limits of their accommodation.

Enforcement:

- First Offense: The teacher will give a verbal warning and may require the student to place their cell phone in a designated area for the remainder of the class.
- Second Offense: The cell phone will be confiscated for the duration of the class, and parents will be notified.
- Repeated Offenses: Continued violations will result a referral to administration.

Supportive Measures:

- Educational Support: Teachers will provide engaging and interactive learning experiences that minimize the need for distractions and keep students focused on their learning.
- Digital Detox Initiatives: The school will promote "Digital Detox" days and activities that encourage students to disconnect from their devices and engage in face-to-face interactions, and other enriching activities.

This policy aims to create a classroom environment where students can focus on learning without the distraction of cell phones. The benefits of this policy include:

- Improved Academic Performance: Reduced distractions help students concentrate better on their lessons, leading to improved comprehension and academic achievement.
- Enhanced Social Skills: By minimizing cell phone use, students are encouraged to engage more with their peers and teachers, fostering better communication and interpersonal skills.
- Increased Participation: Without the distraction of cell phones, students are more likely to participate actively in class discussions and activities.
- Respectful Learning Environment: The policy promotes a culture of respect and attentiveness, where students can fully benefit from the educational opportunities provided.

Parking Enforcement

Parking passes are required to park in any of the parking lots on the West High campus on school days from 8 a.m. to 4 p.m. Students can purchase parking passes in the treasurer's office.

Student parking lots are located far south of the seminary parking lot, west of the field house, and west of the stadium. Student parking lots are marked with signs.

Teacher and staff parking lots are located to the south of the seminary building, west of the tech wing, and the north parking lot. Teacher and staff parking lots are marked with signs. Visitor parking spots are located in the north parking lot and are marked with signs.

Cars parked in West High parking lots without the correct parking pass clearly visible in the windshield will be given warning and parking violation stickers. This includes students parked in teacher and staff lots or in

visitor spots. West High uses large, green, obnoxious parking stickers that are placed on the driver's window when a car is parked without a parking pass that corresponds to the parking lot.

Conflict Resolution & Restorative Justice

West High School is dedicated to upholding a safe, welcoming, and productive learning environment for all students and adults. If a student ever feels unsafe or disrespected by another individual, they may opt to try to restore the situation directly with the people involved through non-violent dialogue. If that does not work, or the student does not feel capable or safe repairing the situation themselves, the student may report the situation to a trusted adult, teacher, counselor, or administrator for help to find a resolution.

All violent situations or credible threats of violence should be reported immediately to an adult at West High. Please be mindful of the exact location and time of the incident. If it is an online situation, please take screenshots.

The adults at West High will follow district policies when navigating an appropriate course of action to resolve the situation. If a student or parent/guardian is not satisfied with the result, district policy stipulates how to escalate the situation.

West High teachers will have clear expectations posted in the classroom or their classroom syllabus. It is the responsibility of the student to review them and seek any clarifications directly from the teacher. Students will be held accountable for following all classroom and school rules.

Here is the Salt Lake City School District's Board Policy S-3 on [Student Conduct And Discipline](#).
Here is the Salt Lake City School District's Board Policy G-19 on [Discrimination, Harassment, Sexual Harassment, And Retaliation Prohibited](#).

Here is the Salt Lake City School District's Board Policy G-20 on [Bullying, Cyber-Bullying, Hazing, And Abusive Conduct Prohibited](#).

Computer & Technology Use

West High School will help students check out a laptop if they need a computer. Students are responsible for returning this laptop in good condition. For our safety, the district monitors student use of devices. Students and families will be contacted if improper use occurs.

Teachers and classes will utilize various forms of technology. Students are required to respect and care for the technology used at school. Please report any damage or misuse of our computers and technology.

Here is the Salt Lake City School District's Board Policy I-18 on [Computer And Technology Use](#).

Student Fees & Fee Waiver Application

West High has occasional fees for various programs. West High follows all the policies stipulated in Board Policy S-10, which aligns with USBE standards. Students or parents/guardians may privately contact their grade-level administrator with questions about fee waivers. A fee waiver application can be found online (see below). Proper verification documentation is required to qualify.

West High believes that financial need should never be a reason to not participate in an academic opportunity. Please contact your grade-level administrator or counselor if you or your family need help with options to cover financial obligations, regardless of whether your family qualifies for a fee waiver.

Here is the Salt Lake City School District's Board Policy S-10 on [Student Fees And Fee Waivers](#). Here is the Utah State Board of Education's [Fee Waiver Information](#).

Free & Reduced Meals

The application for free or reduced-cost meals is separate from the application for fee waiver. Information about the free and reduced-cost school meals are available through [Child Nutrition](#) on the SLC school district website. If students and families want to apply for free or reduced-cost meals, they can do so [here](#).

School Clubs & Student Clubs

School clubs and student clubs are a fantastic way to get involved at school. A "school club" is an academic club that is tied to a specific core subject. A "student club" is a unique club, that is not necessarily tied to an academic subject. If a student wants to start a student club, they must find a dedicated teacher advisor. This can be any teacher at West High who is willing. This willing teacher must complete the required forms, which include the club's proposed purpose, meeting location, and bylaws. All students who participate in a school club or a student club need a parent permission signature. New club applications are due by the end of September. (There is a second club application date in January.) The forms may be turned in to the Student Services office. The administrator who is over all clubs may be contacted with specific questions.

Here is the Salt Lake City School District's Board Policy I-16 on [School And Student Clubs](#).

Testing

All students who have a formal 504 or IEP testing accommodation may utilize them on any in-house tests, including ACT, PSAT, Aspire, RISE, AP, and IB exams. Typically, approved accommodations are submitted to the various organizations in the fall. Students may contact their counselor, IEP file-holder, or grade-level administrator if they have questions.

AP and IB exams are ordered in the fall. Students must opt in if they want to take the test. Please see our policy on fee waivers. Do not let the price of an exam to be a reason not to test. Please contact the West IB/AP coordinator if you have concerns.

Here is the Salt Lake City School District's Board Policy I-9 on [Testing](#).

Additional Resources

West High School is a comprehensive high school that participates in many programs and is affiliated with multiple organizations. Below are links to the handbooks or guidelines for the governing bodies of organizations with which West High School is connected.

- Here is the West High School [website](#).
- Here is the West Athletics [website](#).
- Here is the West High School store [website](#).
- Here is the Salt Lake City School District [SLCSD] [website](#).
- Here is the SLCSD High School [handbook](#).
- Here is the SLCSD Board Policies [website](#).
- Here is the UHSAA [handbook](#).
- Here is the International Baccalaureate Organization [IBO] [website](#).
- Here is the Utah State Board of Education [USBE] [website](#).
- Here are the SLCSD [CTE website](#) and the USBE [CTE website](#).
- Here is the Salt Lake Education Foundation [website](#).
- Here is the Utah State Legislature [website](#).

Non-Discrimination Statement

No district employee or student shall be subjected to discrimination in employment or any district program or activity on the basis of age, color, disability, gender, gender identity, genetic information, national origin, pregnancy, race, religion, sex, sexual orientation, or veteran status. The district is committed to providing equal access and equal opportunity in its programs, services and employment including its policies, complaint processes, program accessibility, district facility use, accommodations and other Equal Employment Opportunity matters. The district also provides equal access to district facilities for all youth groups listed in Title 36 of the United States Code, including scouting groups. The following person has been designated to handle inquiries and complaints regarding unlawful discrimination, harassment, and retaliation: Tina Hatch, Compliance and Investigations/Title IX Coordinator, 440 East 100 South, Salt Lake City, Utah 84111, (801) 578-8388. You may also contact the Office for Civil Rights, Denver, CO, (303) 844-5695.