The following is a list of Canyons School District policies, USBE Board Rules, Federal Laws, and Utah State Laws critical for all District employees to understand and observe. By initialing the agreements/disclosures and signing this form, you certify that you understand and will observe the District policies, USBE Board Rules, Federal Laws, and Utah State Laws listed herein.

This completed form must be submitted to the Director of Human Resources no later than Friday, August 14, 2020

MODULE ONE (59:45) – Completed with Human Resources on: ___________________________

400.01 Employee Conduct and Professionalism

Initial

I understand that all Canyons School District employees are role models and as such conduct must be professional and befitting a Canyons District employee; must follow the directives of their supervisors; must keep all protected information confidential (e.g. FERPA, HIPAA) and must adhere to and follow District policies.

I have read District Policy 400.01 Employee Conduct and Professionalism and understand that an employee may not solicit, encourage, or consummate an inappropriate relationship of a sexual nature, whether written, verbal or physical, with a student or minor. An employee may not engage in grooming of a student or minor nor may they participate in sexual, physical, or emotional harassment towards any public school age student or colleague.

500.22 School Fees
500.24 Student Educational Travel
500.35 Student Attendance
500.02 Student Conduct and Disciplinary Process
400.02/500.01 Nondiscrimination
500.04 Reporting Child Abuse / Child Protection
SP Suicide Prevention
400.08 Technology Resources: Network Acceptable Use (Employees)

Initial

I have read District Policy 400.08—Technology Resources: Network Acceptable Use (Employees), and agree to abide by its terms and conditions. I understand that violation of the provisions stated in the policy may result in limitation, suspension or revocation of network privileges, and/or other disciplinary action by the school, by Canyons School District, UPPAC, or by legal authorities, including the possibility of employment termination and loss of licensure.

400.03 Drug Free Workplace
500.09 Publications (Speech and Manners)
600.15 Research Approval Process & Surveys
400.04 Criminal Background Checks
400.05 Employee Health and Immunization
500.31 School Admission – Homeless Children and Youth and Unaccompanied Minors
500.08 Student Records, Privacy Rights, and Release of Information (FERPA)

Initial

I have completed the Family Education Rights & Privacy Act (FERPA) student privacy law training and agree to preserve the privacy of student information and not to disclose those records, without written consent, or as allowed under law, (20 U.S.C. § 1232g; 34 CFR Part 99; and UT 53E-9-204 (3)).

UPO&EEA Utah Public Officers’ and Employees’ Ethics Act
400.30 Evaluation of ESP Personnel
400.31 Evaluation of Licensed Personnel
400.32 Evaluation of Administrative Personnel

MODULE TWO (19:05) – To be completed on line by August 14, 2020

700.01 School Community Councils
300.03 School Wellness
500.03 Section 504 of the Rehabilitation Act
ADA-IP ADA Interactive Process
500.42 Administering Medications to Students
300.08 Service Animals in Schools
By initialing the agreements/disclosures and signing this form, I certify that I know of my responsibility to comply with all District policies, USBE Board Rules, Federal Laws, and Utah State Laws. I have had time to ask questions relating to the information listed herein and have been made aware that District policies are available online at: policy.canyonsdistrict.org.