

# **FORT MORGAN HIGH SCHOOL**

## **STUDENT – PARENT HANDBOOK**

### **2021-2022**

**709 EAST RIVERVIEW AVENUE**  
**FORT MORGAN, COLORADO 80701**  
**PHONE 970-867-5648**  
**FAX 970-867-3347**



#### **Fort Morgan High School Vision Statement**

**TBD**

#### **Fort Morgan High School Mission Statement**

The mission of Fort Morgan High School is to create an inclusive environment that inspires creative thinking, promotes high achievement, and builds skills for life after graduation.

#### **District Mission Statement**

The mission of Morgan County School District Re-3 is to inspire creative thinking, high achievement, and life-long learning.

#### **District Vision Statement**

We envision 21<sup>st</sup> Century schools that:

- Educate and graduate a student population which is confident, skilled, and well-spoken;
- Empower students to be caring, responsible citizens and lifelong learners;
- Provide safe and positive learning environments;
- Cultivate staff committed to quality and excellence.

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# CONTACT INFORMATION

Principal's Secretary - 970-370-6689 or Extension 46610

- Building Usage
- Calendar Request
- Driver's Education
- Field Trip Request
- Registration - Existing Students

Activities/Athletic Secretary - 970-370-6692 or Extension 46613

- Activities Events
- Athletic Events
- Activities/Athletic Absences
- Sports Fee/Sports Registration

Attendance Secretary - 970-370-6690 or Extension 46611

- Absences
- Homework Request
- Locker Problems
- Lost and Found
- Spanish Translation
- Tardies

Discipline Secretary - 970-370-6691 or Extension 46612

- Behavior
- Detention
- Field Trip Absences
- Parking Passes

Family Liaison - 970-370-6672 or Extension 46615

- Absences
- Parent/Student Contact
- Spanish Translation

Nurse & Health Aide - 970-370-6694 or Extension 46620

- Illness
- Immunizations
- Injuries

- Medication

Student's Counselor - Call Directly

- College/Career Information
- Credits/Grades
- Graduation Requirements
- Mental Health
- Schedule Changes
- Standardized Tests

Counseling Secretary - 970-370-6682 or Extension 46311

- Scholarships
- Student Schedules
- Transcripts

Registrar - 970-370-6683 or Extension 46312

- Registration - New Students
- Student Schedules
- Transcripts
- Withdrawals from School

Teachers - Email or Call Directly

- Classroom Concerns
- Grade Concerns
- Homework Requests

# ACADEMICS

## ACADEMIC DISHONESTY/PLAGIARISM

On occasion, students may be tempted to present another student's work as their own, by various means. Students must perform their own work. Cheating on assignments or tests is a serious matter and will not be excused. If this occurs in any form, by supplying or taking material, the student(s) will receive an automatic zero for the assignment or test and may be subject to further disciplinary action. The student will be required to complete the assignment, or an alternative assignment, outside of class time and under supervision. Additionally, any student submitting the work of others as their own, in whole or in part, without appropriately attributing that work to the author, will be subject to the same disciplinary action.

## ACADEMIC ELIGIBILITY FOR ATHLETICS AND ACTIVITIES

- All first year ninth grade students are automatically eligible when they arrive at the high school.
- Students must be enrolled in the equivalent of five full credit classes in order to participate. A student failing more than one class each semester will be ineligible until the end of the next quarter, at which time eligibility will be looked at once again.
- Eligibility is monitored weekly for all students. The weekly eligibility list comes out Monday morning, and students are eligible or ineligible until the next Monday's list comes out. It is important that students communicate often with their instructors to monitor their progress. Individual programs may apply stricter standards in this area.
- Any student serving suspension will be eligible for practices but NOT for contests during the time of the suspension.
- Students are required to attend practices.
- Any student referred to administration for discipline problems may be suspended or removed from their team or activity at the discretion of school administrators and/or the coach in charge.
- Coaches are afforded the opportunity to have stricter guidelines for eligibility, written out in their individual team contracts.

## ACADEMIC SUPPORTS

Students who are struggling academically can find support through one or more of the following options:

- **Before and/or after school time.** Teachers are willing and able to work with students beyond the school day. These sessions must be scheduled in advance.
- **Content Tutoring.** Students with failing grades will be scheduled in Content Tutoring sessions in order to access extra time with and support

from teachers. Students with all passing grades can voluntarily attend Content Tutoring sessions with teachers if they have arranged to do so in advance.

Students who continue to struggle will be referred for interventions through the FMHS Multi-Tiered System of Supports (MTSS) model.

## **CAREER AND COLLEGE COUNSELING**

The Counseling Center offers a variety of services to students and parents, including academic advising, career planning, and college planning, among others. Students may work one-on-one with their counselor or in small groups to explore career issues and career planning topics.

The Counselors work with the advisory planning committee on various college and career skill building and exploration activities.

Senior students complete a personalized conference with their counselor in the fall of their senior year. This conference reviews remaining graduation credits and establishes an individualized plan for transition to college, career, or military goals. College selection and application steps along with financing a college education are also reviewed.

## **CHROMEBOOKS**

Students will be issued Chromebooks for use in school and at home. The document linked below provides students and their parents/guardians with information about taking care of the Chromebook, using it appropriately for school, and being good digital citizens.

Students and their parents/guardians are reminded that use of District Technology is a privilege and not a right and that school authorities may monitor everything done on any District-owned computer, network, or electronic communication device. Inappropriate use of District Technology is subject to disciplinary consequences including, but not limited to, limited or banned computer use, detentions, suspensions in-school, suspensions from school, a recommendation for Expulsion from school, and/or legal action.

See the [\*Morgan County School District Re-3 Chromebook Policies and Procedures document\*](#) on the district website for more information.

## **COLLEGE CLASSES - CONCURRENT ENROLLMENT**

Students may receive high school and/or college credit for college level courses offered by Morgan Community College. See the FMHS Student Registration Guide or contact your school counselor for more details.



## COUNSELING SERVICES

Students at Fort Morgan High School are encouraged to contact their counselor regarding questions and concerns of any kind--academic, social, or emotional. Problems related to educational, career, and personal decisions are areas where counselors can be of assistance to students. Counselors are advocates for students within the school. Each student is assigned a counselor upon entrance to the high school as follows:

A - L (grades 11-12)	Ms. Traci Reeves	970-370-6679
M - Z (grades 11-12)	Mrs. Amy Prouty	970-370-6680
A - L (grades 9-10)	Mrs. Marcy Wolff	970-370-6681
M - Z (grades 9-10)	Mr. Ryan Einspahr	970-441-2721

## COURSE LOAD REQUIREMENTS

Full time students at Fort Morgan High School are expected to carry a full schedule, and be enrolled in a minimum of five academic classes. Honors Pass and/or Teacher's Assistant **does not count** as one of the five academic classes. Exceptions to this requirement must be approved by Fort Morgan High School Administration.

If a senior has all credits and is on track to graduate, s/he may submit a letter to the principal requesting a shortened schedule due to extenuating circumstances. The letter must explain why a shortened schedule is being requested. Upon approval by the principal the student will work with his/her counselor to draft a schedule that reflects the student's request, within reason. Students participating in extracurricular athletics or activities must take a minimum of five classes to be eligible to participate.

Scholarship, admissions, and hiring committees look at the rigor of the class load of seniors during their second semester to determine who is most likely to follow through and succeed. Your high school transcript, including your choices about your course load, can reflect positively or negatively when applying for scholarships, programs, and jobs. **We highly recommend taking a full class load, with a balance of rigorous courses, to reflect your efforts in receiving the best education possible and your dedication towards that goal.**

## CREDIT RECOVERY

Students who fail to receive credit in a course may choose to recover credit for the course through one of the following options:

1. Depending on the final score for the course, students may be given the option to continue working on the original course work. These students will develop a plan with the teacher to remediate and/or finish work from the course in order to reach a passing score.
2. The online Edgenuity Program is available for a select number of students and offered within the school day. Students who qualify for the program are scheduled into the Tutorial Center for a regular class period.

3. Students may pursue credit recovery options not associated with Morgan County School District. Fees vary from program to program, and are the responsibility of the student. Students should work with their counselors for enrollment procedures to any outside programs.
4. Students may choose to reschedule the class during the regular school day if space is available.
5. FMHS offers a summer credit recovery program if enrollment is sufficient. Summer course offerings are contingent upon available funds. Courses offered will be for credit recovery purposes only and are based on student enrollment and demand.

## EARLY GRADUATION

See [FMHS Student Registration Guide](#) for information on how to qualify for early graduation.

## FEES AND MATERIALS

By Morgan County School District Re-3 policy, students who qualify for free or reduced lunch are exempted from most fees associated with classes.

Parents/guardians should notify the FMHS Business Manager of their status to have students' fees waived.

Activity Icon on Student ID Card	\$30.00
(All money from the Activity Icon is used to finance student activities and athletics. We urge all students to support Fort Morgan High School programs by purchasing the icon. Benefits include reduced price or free entrance to home athletic events and activities. Students will be issued an activity icon that must be presented at all events. Students enrolled in band, orchestra, choir, and sports must purchase an activity icon.)	
Activity Fee	\$5.00
(Any student not purchasing an Activity Icon must pay an activity fee.)	
Ag Program/FFA	\$40.00/\$20.00
(Does not include additional costs of participating in the program.)	
Animal Science Honors (class fees/FFA fees)	\$40.00/\$20.00
Agriculture Mech I & II Honors (class fees/FFA fees)	\$40.00/\$20.00
Agriculture Business Honors (class fees/FFA fees)	\$40.00/\$20.00
Agriculture Science (class fees/FFA fees)	\$40.00/\$20.00
Agriculture Education I (class fees/FFA fees)	\$40.00/\$20.00
Art Fee	\$15.00/\$25.00
Athletic Fee (per sport)	\$50.00
Class Dues	\$5.00
Driver's Education	\$225.00
Industrial Arts/Drafting/Woodworking (per semester)	\$25.00
(Students pay for costs of materials for selected projects.)	
Industrial Arts/Woodworking I/II – Lumber & Lock Fee (Per semester)	\$14.00/\$20.00
Lost ID Card	\$1.00
Parking Sticker	\$1.00
Photography/Photojournalism (per semester)	\$20.00
Science / Botany	\$20.00

Science / Zoology	\$20.00
Science / AP Biology Honors	\$30.00
Family & Consumer Sciences (CFS classes)	\$20.00
Yearbook (Pacemaker)	\$55.00
(Purchasing a yearbook is optional.)	

If a student owes a fine, any payments will go toward the student account in the following order:

- Past charges/fines
- Required fees

Students who have not paid fines, or made arrangements with the Athletic/Activities Secretary/Bookkeeper, will not be allowed to participate in athletics, dances, school sponsored activities and trips. Students not returning equipment by the date imposed by the coach, teacher, or administrator will be subject to a fine. Fines are determined upon actual cost of equipment. Examples of equipment are band uniforms, football pads, football helmets, and cheerleader uniforms. Exceptions to this will be textbooks which will be fined a late fee of \$2.00 per textbook.

## GRADING POLICIES

At Fort Morgan High School, we believe the purpose for scoring student work and reporting those scores as grades is to

- Provide a measurement of student skills and learning
- Give information on students' mastery of the content of our courses
- Indicate where students stand on their paths towards learning goals
- Help students understand the role of evaluative feedback as a tool for increasing learning in their lives
- Incentivize successful engagement with the academic program
- Identify areas for reteaching or additional support
- Create a clear record of academic achievement for college and career

Based on the philosophy above, we utilize the following practices in reporting student grades:

- We do not assign or take away points for things that are not about learning.
- We use two categories--Mastery Work and Practice Work--to determine grades. In most classes, Mastery Work counts as 70% of the grade, and Practice Work counts as 30% of the grade. In some performance oriented classes, Mastery Work counts as 100% of the grade.
- We let students know in advance what assignments will count in their grade, and what those assignments are worth.
- We give careful consideration to point values of assignments, and how those point values reflect learning priorities.
- We encourage teachers to allow remediation of assessments and/or reteaching and reassessment when student learning does not meet expectations, especially on mastery tasks.

## GRADING SCALE

Percentage Grade	Letter Grade	Grade Point	Weighted Grade Point
90%-100%	A	4.0	5.0
80%-89%	B	3.0	4.0
70%-79%	C	2.0	3.0
60%-69%	D	1.0	2.0
Below 60%	F	0.0	0.0

## INCOMPLETE GRADES

Students receiving an incomplete (“I”) for any course will have up to 5 school days to complete the remaining requirements. After this time, unless prior arrangements have been made with the teacher, the incomplete will change to the grade that the student earned on the final exam. If a student fails to take a final exam for a course, s/he will receive a zero for the final assessment in that class. The zero for the final assessment/exam will become the overall semester grade for that class. The incomplete (“I”) will be removed from the student’s grade report and the final course grade will be inserted into the grade report in Infinite Campus and will be posted on the final transcript.

## GRADUATION REQUIREMENTS

### CLASSES OF 2022, AND 2023

To graduate and receive a diploma, students in the Classes of 2022, and 2023 shall:

- Attend classes regularly in compliance with district attendance policies
- Complete 48 semester credits and satisfactorily complete the following requirements:
  - English 8 credits
  - Math 4 - 6 credits\*
  - Science 4 - 6 credits\*
    - \*Students are required to have a total of 10 credits in Math/Science with a minimum of 4 credits in each subject.
  - Social studies 6 credits
    - (Must include 1 credit of American Government, 2 credits of World Geography, 2 credits of American History and 1 credit of a Social Studies elective.)
  - Speech 1 credit
  - Health 1 credit
  - Computers 1 credit

- Business 1 credit
  - Physical education 3 credits\*\*
    - 3 seasons of athletics satisfies 1 PE credit.
    - \*\*A student may not take more than one PE class per semester.
  - Practical Arts 1 credit
    - May be chosen from Agriculture, Business, Family and Consumer Science, Industrial Arts, or Drivers' Education)
  - Fine Arts 1 credit\*\*
    - May be chosen from Art, Drama, or Music
    - \*\*Participation in 3 musicals/dramas satisfies 1 Fine Arts credit.
- **Total required credits** **33 credits**
  - **Total elective credits** **15 credits**
  - **TOTAL** **48 credits**

See the Four Year Planning Sheet in the Student Registration Guide.

- Demonstrate College and Career Readiness (CCR) through completion of a Senior Capstone Project OR by meeting designated cut scores or criteria in English and Math from the following Menu of Options (scores for English and Math may be met via different options):

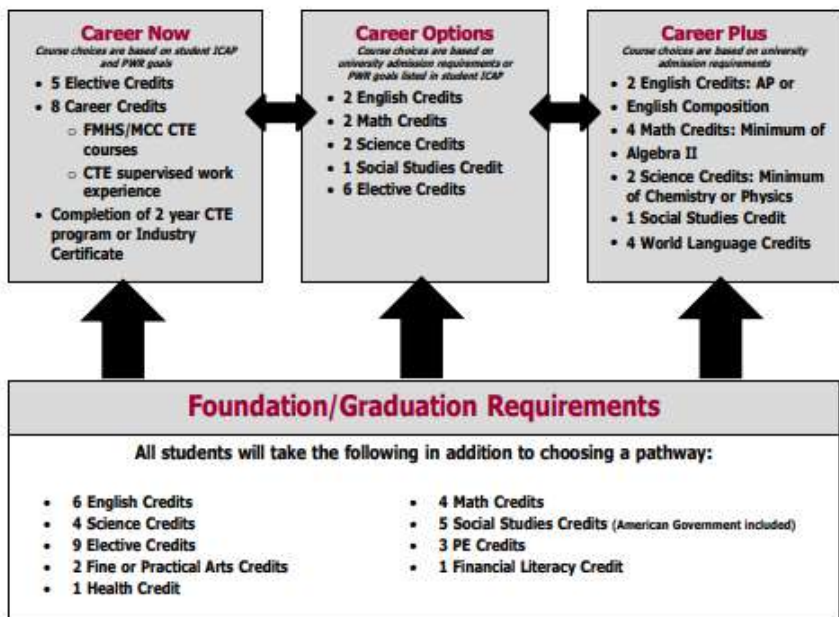
OPTION	CRITERIA / CUT SCORE
Accuplacer	English--62 on Reading Comprehension Math--61 on Elementary Algebra
ACT	English--18 Math--19
ACT WorkKeys	English--Bronze or higher Math--Bronze or higher
Advanced Placement	English--2 Math--2
ASVAB (Armed Services Vocational Aptitude Battery)	English--31 Math--31
Capstone Project	Meets or exceeds expectations on all aspects of proposal and presentation
College Coursework	English and Math--grade of C or higher in an approved course
Industry Certificate	Meet expectations to qualify for an approved industry certificate (varies based on certificate)

SAT	Evidence Based Reading and Writing--430 Math--460
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## CLASS OF 2024 AND 2025

Effective with the graduating class of 2024, graduation from Fort Morgan High School requires a completion of a minimum of forty-eight credits and a capstone project (*unless the student scores 470 in EWR AND a 500 in Math on the SAT*). Graduation pathways are designed to give each student a well-balanced and comprehensive high school education informed by their interests and post-secondary goals. Classes, when carefully selected, will help students explore their own interests and develop abilities to support a successful transition to life after high school. All students will start in the Career Options pathway. Through advisory activities, and conversations with advisors, counselors, and homes, students will plan and declare a pathway prior to their Junior year.

- **Career Now**- intended for students who have specific academic requirements and need additional guidance for their course of study; students may earn a professional certification upon graduation
- **Career Options**- intended for students with goals and plans to obtain a 2- or 4-year degree or professional certification
- **Career Plus**- intended for students with goals and plans to obtain a 4-year or advance



## HONOR ROLL

Recognition will be determined two times per scholastic year after the completion of each semester. The grades that will be utilized to determine honor roll will be based on what the student earns during their first semester and second semester. The two levels of honor roll recognition at Fort Morgan High School are as follows:

- Alpha Honor Roll, the highest acknowledgement, will be awarded to students who have achieved a 3.5 GPA or above.

- Academic Scholar will be awarded to students who have earned a 3.0 GPA or above.

## **HONORS PASS**

Any junior or senior who:

- (1) has a cumulative GPA of 3.25 or higher and/or has perfect attendance with no tardies for the previous semester
- (2) has passed all courses in the previous semester
- (3) is enrolled in appropriately rigorous coursework in the four core areas of English, Math, Science, and Social Studies

May elect to have an Honors Pass as his/her schedule allows. No student will have more than one Honors Pass per semester. The privilege may be revoked at any time if abused. Speak with your counselor if you qualify and are interested in this opportunity.

## **INDEPENDENT STUDY CONTRACTS**

See the FMHS Student Registration Guide for information on independent study contracts.

## **LATE WORK**

Late work is any work that was assigned and due and was not handed in on time. Late work will be accepted at teacher discretion, as communicated in teachers' course expectations at the beginning of the course. Late or missing work submitted on an approved extension is still subject to late work penalties as communicated in class expectations.

## **REPORT CARDS**

Except as otherwise indicated, report cards will be available online within two weeks of the end of the grading period. Student grades are available for review on a daily basis through Infinite Campus. Please consult the Counseling Center for information to access student records on Infinite Campus. Parents/guardians should contact teachers directly if they have any questions regarding their student's performance.

If you would like a hard copy of your student's report card, please call the Counseling Center at 867-5648, ext. 46312.

Dates report cards will be available for viewing online:

Marking Period	End Date
Semester 1	Friday 12/22/2021
Semester 2	Friday 5/27/2022

## SCHEDULE CHANGES

Students and parents should review schedules carefully. Adding and dropping classes will be allowed until the 3<sup>rd</sup> school day of each semester. There is NO guarantee that a student's request to change his/her schedule will be granted. Counselors and administration will review individual cases in the event of serious extenuating circumstances, i.e., improper placement, or compelling academic reasons for change. If a student drops after the 3<sup>rd</sup> day, the student will receive an "F" for the class. Exceptions may be made in extenuating circumstances by an administrator.

## TEXTBOOKS

Students are responsible for any and all damages done to their assigned textbooks. Damages include pencil or ink markings, torn covers, broken bindings, bent corners, deliberately torn pages, water, gum, food damages, hi-lighting, etc. Students will be fined according to the severity of the damage. Fines range from \$1 to the full price for any textbook that cannot be reissued or is not returned. It is also students' responsibility to check textbooks carefully for any previous damage which missed being repaired. Any textbooks found to be damaged must be returned to the library within one week from the date the textbook was issued or the assigned student will be accountable for the damages.

## TRANSCRIPT REQUESTS AND FEES

You can request official transcripts for colleges, scholarships, and NCAA. You must submit your request to the registrar in the Counseling Center two weeks before the deadline. Transcripts will be sent electronically or through the mail. It is your responsibility to follow through with the receiving entity to make sure they have received your transcript. Institutions can take up to three weeks to process receipt of transcripts. **An Official Transcript costs five dollars.** Seniors receive their first three transcripts free. Once a student graduates, the cost of the Official Transcript changes to three dollars for each transcript.

Academic Transcript Maintenance by FMHS shall contain the following student information: Semester grades, Immunization Information, Student Pictures, Place and Date of Birth, Guardian Information, and Dates of Attendance. Student refusals to participate in the FMHS testing program are also noted.



## **WEIGHTED COURSES**

See [FMHS Student Registration Guide](#) for information on weighted courses.

# **ATTENDANCE**

## **GENERAL EXPECTATIONS**

There is a clear and positive correlation between students' learning and consistent and prompt attendance. Absence and tardiness are counter-productive to educational success and can never truly be made up by the student. Lack of consistent attendance means that students will not get the full benefit of the courses offered at Fort Morgan High School. To ensure academic success, FMHS expects student attendance rates to be at a minimum of 95%, and for students to arrive to classes on time.

In addition, students who are absent from or tardy to class infringe upon the rights of those students in attendance and their teachers by disrupting the normal flow of an instructional program and by causing teachers to unnecessarily repeat and review information and materials previously covered. Students should take into account the TOTAL number of days missed for a class or classes even for legitimate reasons such as driver's license appointments, college visits, medical appointments, field trips, in-school field trips, etc.

## **CHRONIC ILLNESS**

FMHS may request confirmation from a doctor to explain specific and frequent absences which have occurred due to medical reasons. When absences for medical reasons are frequent, parents/guardians must submit official documentation from a doctor that verifies a chronic illness exists. Medical documentation for long-term absences should include the nature of the illness, any limitations on the student, inclusive dates of medical condition, and specific dates of the absence covered. This documentation also strengthens a student's case in an appeal for submission of work missed due to absences.

As with parent notes, doctors' notes—must specifically address dates of absences, and may not be blanket excuses for all absences which have occurred over a period of time. This information must be presented on an on-going basis, and not at the end of a course or term.

## **ATTENDANCE: COMMUNICATION TO STUDENTS & HOMES**

Students and parents will have access to up-to-date information concerning attendance via the Student and Parent Portals of Infinite Campus.

Students and students' homes will be notified concerning absences utilizing the following methods:

- Daily automated notification phone calls: Listed guardians will receive an automated phone call when an unexcused absence is entered in Infinite Campus
- Periodic in person phone calls for students with accumulated or excessive absences
- Excessive Absence notification letter: These letters will be generated and mailed when 5, 8, 10, and 11 unexcused absences have been accumulated in a class.

## **DISMISSAL DURING THE SCHOOL DAY**

For the safety and security of our school and students, we must know the whereabouts, including the comings and goings, of all students during the school day. **Students are REQUIRED to sign in and out at the Main Office if they are leaving or coming to school during the school day.** Absences of students who do not sign in or out will be considered unexcused.

Once students have reported to school, they are expected to remain in school and attend classes all day. Under the following conditions, a student may have an excused dismissal:

- **Under rare or emergency circumstances, prior to dismissal**, a written request from a parent must be presented or a phone call must be received by the Attendance Secretary. A parent may come to the office and personally request dismissal.
- In case of illness while in school, the student **must report to the nurse's office**. Students who become ill in school and report to areas other than the nurse's office (cafeteria, restrooms, off campus) will be considered "unexcused". The **nurse or nurse's designee**, with parental permission, will make the decision to dismiss the student from school. Once the **nurse or nurse's designee** has obtained permission to dismiss the student, the student will be issued a dismissal pass.
- **Appointments With Fort Morgan High School Staff**. Students who have class commitments such as tests or major graded assignments should request that appointments with counselors, Assistant Principal, Principal, etc., be rescheduled so that they can fulfill classroom commitments prior to the meeting.

## **EXTRACURRICULAR ACTIVITIES AND ATTENDANCE**

Students are expected to be in school on days they participate in extracurricular activities, competitions, performances, meetings, practices, etc. Students must be in attendance for the last three periods prior to the activity.

Exceptions are:

1. Required college or military appointments (college visitations that can be scheduled on other days will not be exempted.)
2. Mandatory court appearances.
3. Funerals.

4. Dental or medical appointments that cannot be made at other times.
5. Other situations with advance approval from an administrator.

If a student has a doctor appointment or mandatory court appearance, he/she must bring a note from the doctor or court official to verify the absence with the attendance office. In all cases, students are encouraged to make arrangements for their absence in advance in the Main Office. Students should also check with their coach or sponsor prior to their departure to make sure they will be able to participate.

## **FIELD TRIPS AND ATTENDANCE**

Students are responsible for communicating with teachers—about making up assignments when they miss class due to a field trip or other school activity.

A teacher can recommend that a student not be allowed to go on an out of school trip if the student's grade is failing or if the absence would cause harm to the regular course of study, such as missing a test.

Field trips may potentially involve risks and responsibilities for your child that are beyond the scope of those normally associated with educational activities at school. Such risks are personal injury and/or damage to personal property. Students attending a field trip are required to fill out a Student Permission Form (provided by the field trip sponsor/teacher). To account for all students, passengers are required to be on the list of the appropriate driver. Students 18 years of age or older are still required to provide the Student Permission Form and get approval from the principal and/or designee prior to participating in a field trip event.

## **MISSED WORK DUE TO ABSENCES**

**Missed work due to excused absence(s)** - Students will have two school days for each school day they were absent to complete work missed due to an excused absence.

**Missed work due to unexcused absence(s)** – Make-up work shall be allowed following an unexcused absence with the goal of providing the student an opportunity to keep up with the class and an incentive to attend school. However, this work may receive only partial credit, depending on the announced late work policy of the teacher.

**Pre Planned absence(s)** - Extended projects or assignments are due before the deadline/due date if a student is leaving on an approved school activity or approved exempt absence.

## **PARENT/HOME RESPONSIBILITIES REGARDING ATTENDANCE**

Parents/guardians are responsible for communicating to the school the reason for all absences. **If your student is absent from school, a parent or guardian should BOTH call the school at 970-370-6690, and send in a note with the student explaining the absence.** A parent note or telephone call to excuse an absence **must be presented to the Main Office Attendance Secretary no later**

**than 2 pm** following the student's return to school, or the absence will be classified as unexcused.

Notes regarding attendance must include the following:

- (1) the student's name
- (2) the date(s) of the absence(s)
- (3) the specific reason for the absence(s), lateness or dismissal
- (4) the signature of the parent
- (5) a daytime phone number where a parent can be reached to verify the note

"Blanket" notes covering unspecified dates of absences, tardies, etc. will not be accepted as an excuse for absences.

## **PRE PLANNED ABSENCES**

Any anticipated absence, such as college visitations, family vacations, etc., which conflict with the school calendar, must be arranged in advance by completing a Pre-Planned Absence form, or the absence may be considered unexcused. **When a student anticipates an absence from school or from a particular class for any reason, it is very important that the student and the parent consider carefully the necessity of the absence, taking into consideration the current number of accumulated absences and their potential impact on loss of credit in the course.**

## **STATE LAW REGARDING ATTENDANCE**

### **Colorado Revised Statutes – Article 33, Section 22-33-107**

According to Colorado law, a child who has attained the age of six years and is under the age of seventeen years must be enrolled in school. A child within this age range who has four unexcused absences from a public school in any one month or ten unexcused absences from public school during any school year will be considered habitually truant. Students who fall into this category may be turned over to the District's legal counsel for subsequent consequences. This law is referred to as the Colorado Compulsory School Attendance Law.

## **TRUANCY**

A student shall be considered truant when absent without a signed or oral parent/guardian excuse, or if the student leaves school or a class without permission of the teacher or administrator in charge. A student of compulsory attendance age shall be determined to be "habitually truant" if he has four unexcused absences from school or class in any one month or ten (10) unexcused absences during any school year. (Absences due to suspension or expulsion shall be considered as excused absences in regard to truancy in accordance with state law.)

## **CONSEQUENCES**

A student shall be given a warning on his first truancy offense. After the fifth and eighth unexcused absences, the parent/guardian will be contacted by letter. Upon the tenth and eleventh unexcused absence a letter will be sent to the parent/guardian informing him/her that the appropriate paperwork for legal proceedings may begin. Habitually truant students may be referred to the appropriate judicial systems to enforce compulsory attendance under state law (Colorado Revised Statutes 22-33-104 and 22-33-107). Calculation of the number of unexcused absences a child has incurred includes all unexcused absences occurring during any calendar year or during any school year. -Any student who has been unexcused absent for twenty consecutive days or more in any one school year will be dropped from the enrollment (Colorado Revised Statutes 22-33-101).

The student and parent/guardian are encouraged to schedule a meeting to discuss individual attendance situations when they receive a truancy letter.

## **TYPES OF ABSENCES**

### **EXCUSED ABSENCES**

MCSD Re-3 policy JH lists the following as excused absences:

- A student who is temporarily ill or injured or whose absence is approved by the administrator of the school on a prearranged basis. Prearranged absences shall be approved for appointments or circumstances of a serious nature only which cannot be taken care of outside of school hours.
- A student who is absent for an extended period due to physical, mental, or emotional disability
- A student who is attending any school-sponsored activity or activities of an educational nature with advance approval by the administration.
- A student who is suspended or expelled.

### **UNEXCUSED ABSENCES**

Any absence that is not listed in the excused section above is considered unexcused. Only in extenuating circumstances will an absence not listed above be considered excused, based on approval by the principal.

### **TARDIES**

An unexcused tardy occurs when a student arrives to a class within the first 15 minutes without authorization from a teacher, parent/guardian, and/or office personnel.

If a student arrives to class after 15 minutes without such authorization, s/he will be marked as an unexcused absence.

Students who have prolonged issues with tardies will receive detention or in school suspension, as noted in the Fort Morgan High School Behavior Matrix.

# GENERAL INFORMATION

## ADVERTISEMENTS, BULLETIN BOARDS, AND POSTERS

Student groups may display important notices, posters and fliers in designated areas and public bulletin boards after an administrator has approved them. Fliers or advertisements may not be placed on windshields of vehicles on campus. Posting notices of private profit-making organizations are prohibited. The main office will stamp approval on all advertisements prior to being posted within the school.

## ANNOUNCEMENTS - BULLETIN AND P.A. SYSTEM

Daily announcements appear in the Daily Bulletin, and will be emailed to all students and staff. The bulletin will be read daily over the overhead intercom system. The bulletin will also be posted at the Main Office. Those wishing to have announcements for their club or activity included in the bulletin must submit the item by 3:15 p.m. the previous day to the Main Office. Our goal is to make sure that information is dispensed in a manner that does not take too much time away from the classroom. The Daily Bulletin is also posted on the school web site at <http://www.morgan.k12.co.us/fmhs/DailyBulletin/Daily.htm>.

## ASSEMBLIES

Assemblies and pep rallies are provided for the education and entertainment of the student body. Assemblies will be scheduled at times designated by administration. Attendance at assemblies by students and teachers is required unless otherwise posted.

## ATHLETIC TEAMS AND HEAD COACHES

Fort Morgan High School is proud of a long tradition of participation and successes in the extra-curricular activities endorsed by the Colorado High School Activities Association (CHSAA). Fort Morgan High School is a member of the Longs Peak League. Fort Morgan competes in fifteen interscholastic athletic programs at the 4A level.

### SPORT

Baseball  
Basketball, Boys'  
Basketball, Girls'  
Cheerleading  
Cross Country, Boys' and Girls'  
Football  
Golf, Boys' and Girls'  
Gymnastics

### HEAD COACH

Josh Langford  
TJ Schneider  
Steven Starcer  
Aurora Bullard  
Paula Hough  
Ty Davies  
Greg Gotto  
Nicole Bowles

Soccer, Boys'  
Soccer, Girls'  
Tennis, Girls  
Track, Boys' & Girls'  
Volleyball  
Wrestling

Javi Loera  
Holley Norris  
TBD  
Nolan Meyer  
Marcy Wolff  
Kyle Graulus

## **BEHAVIOR EXPECTATIONS**

Expectations for student behavior, and consequences for violating those expectations, are detailed in the FMHS Behavior Matrix & Definitions.

## **BUSES**

School buses are provided for students living outside the city limits. Any questions regarding bus routes or pick-up times should be referred to the district transportation office at 867-2263.

## **CAFETERIA AND COMMONS**

The school cafeteria provides a variety of hot and cold meals. Breakfast is served for **free** per day from 7:30 a.m. – 7:55 a.m. Lunch is served for **free** Monday through Friday. Adult lunches are \$3.50. It is expected that student behavior during the lunch period is considerate and responsible. During lunch, students may eat in the commons, or other designated areas.

## **POLICIES**

- The Fort Morgan School District participates in the National School Lunch and the National School Breakfast Program. This enables parents to fill out an application and, based on income, be allowed to participate in the Free and Reduced Lunch program and the Breakfast program. If your family is approved for this program the status is the same for breakfast as for lunch. Each family must complete a form at the beginning of each school year.
- Student lunches will be served as Offer vs. Serve style, with the student taking a main dish and vegetable and then 2 other choices for a meal. They may certainly take all items offered that day but are required to take at least 3 items.
- Outside lunches and breakfasts from fast food or other restaurants are not allowed in our cafeteria, as it is a violation of the federal government policies that regulate school lunches.
- Students are expected to clean up after themselves.
- Students can make deposits to their lunch and breakfast account using their FMHS ID card. The card is scanned and the amount of the lunch or breakfast is taken out of their account at the time of service.

For questions on the school district lunch policies, please contact Carol Tormohlen at 970-867-5633, ext. 48102.

## **CLUBS**

Fort Morgan High School offers its students a number of clubs and activities. Any

group wishing to organize a club should have all of the following:

1. Goals, objectives, and activities that are of constructive value to that group in particular and to the school in general.
2. A constitution which specifies the leadership structure, mission, meeting times, by-laws, etc., of the proposed organization. The constitution and a charter application should be submitted to Leadership In Action.
3. Leadership In Action approval of the charter, with final approval by the Assistant Principal/Activity Director for final approval.
4. A member(s) of the Fort Morgan High School faculty, or an approved member of the community, as one of its advisors.
5. Equal opportunity for membership among eligible Fort Morgan High School students who might wish to participate.
6. A list of interested students.

## **CLUBS AND SPONSORS**

### **Club**

Art Club

Drama

FBLA

FCCLA

FFA

Forensics

German Club

Diversity Club

Knowledge Bowl

LULAC

National Honor Society

Science Club

Spirit Club

### **Sponsor**

Carol Boodakian

Morgan Larsen

Rebecca Schmidt

Angela Smith/Jeanine Pope

Greg Ditter/Danica Farnik

Therese Rich

Lance Hochanadel

Erica Kornse

Brian Whitney

TBD

Linda Frasco

TBD

Nicole Johnson

## **DANCES**

Any Fort Morgan High School student in good standing may attend dances. Dances are considered an extracurricular activity, and thus a student will not be allowed to attend a dance if they are ineligible for that week. They may not be failing more than one class as reported on the weekly failure list or at the conclusion of the last grading period. Students not having ID cards will not be admitted to dances to include Homecoming and Prom. All school rules, including dress code, will be enforced at dances unless specific exceptions have been announced prior to the dance. Homecoming is a semi-formal dance that requires special attire, i.e. ties and slacks for boys and dresses for girls. Junior/Senior Prom is a formal dance requiring a coat and tie or tuxedo, and long or short dresses. Appropriate dress is an expectation and a student may be asked to leave and change clothes if the dress code is not followed. Students may not bring drinks or snacks acquired outside the building to dances. Students may bring guests who do not attend FMHS to Homecoming and Prom only upon completion and approval of a permission form available from the Assistant Principal/Activities Director's office prior to the week of the dance. Any guests aged 21 must also have written approval from the Assistant



Principal/Activities Director in order to attend the dance. No one younger than 9th grade will be admitted to dances. No one older than 21 will be allowed to attend school dances. Students who are suspended will not be admitted to dances. Students must clear their fines and fees prior to admittance to dances. Dances will end at 11:00 p.m. unless otherwise noted. If a student leaves a dance, they may not re-enter. School officials reserve the right to make decisions on suitable dancing and individuals who engage in dancing behaviors that are inappropriate, or unsafe will be removed from the dance and parents/guardians will be notified.

## **DRESS AND GROOMING**

Students are expected to be responsible in the area of dress and grooming. Appropriate and correct dress is essential to a quality educational program and should not distract from the learning environment for the student or school. Students shall not wear apparel that is deemed actually or potentially disruptive to the classroom environment or to maintaining a safe and orderly school.

- Any student deemed in violation of the dress code may be required to change into appropriate clothing or make arrangements to have appropriate clothing brought to school immediately. If a student has been asked to change inappropriate clothing, and they do not have appropriate clothing on campus for him/her to change into, the office may provide appropriate clothing for the student, if the article of clothing is the right size for the student, and the student may be sent back to class.

If the student cannot promptly obtain appropriate clothing, the student may be placed in an alternate setting, removed from the classroom for the day and do schoolwork. Further and/or repeated offenses, may result in suspension or other disciplinary action as outlined in the school discipline code.

**The following is a guide to student dress.** These guidelines are not inclusive, as the administration retains the right and duty to determine appropriate and correct student dress in all cases. Unacceptable student clothing includes but is not limited to:

1. Shorts, dresses, skirts or similar clothing must extend into the finger area of the hands of dropped arms.
  - o No short shorts are permitted. (Shorts must extend into the finger area of the hands of dropped arms.)
  - o No spandex bottoms are permitted in the classrooms.
  - o No holes in shorts and pants are permitted above the finger area of the hands of dropped arms.
2. Sunglasses, hats, headbands, handkerchiefs, **hoods** or any similar items are not tolerated.
3. Clothing that exposes the torso area, including the front and back areas are not allowed. This would include, but not limited to:
  - o Tank tops or other similar clothing that does not cover underclothing. Inappropriately sheer, tight, or low-cut clothing, i.e., midriffs, halter tops, spaghetti straps, garments made of fishnet or mesh materials, or similar material, backless clothing, tube tops, muscle tops, revealing tank tops or sun dresses, etc.
  - o Bra straps are NOT to be showing and MUST be covered up at all times.
4. Clothing, paraphernalia, grooming, jewelry, accessories (including gloves) or

body adornments, i.e. tattoos, that contain any advertisement, symbols, words, slogans, patches, or pictures that refer to drugs, alcohol, tobacco, or weapons; give indication of or refer to a sexual nature; by virtue of color, arrangement, trademark or attribute signify gang membership or advocate gang or gang involvement, drug use, violence, or disruptive behavior; display obscene, vulgar, lewd, or libelous words or pictures; promote any activity prohibited by the student code of conduct or disrupt the educational environment.

5. Articles of clothing not specified but which violate the spirit and intent of this dress code and/or create a safety concern.
  - o Inappropriate footwear such as bedroom slippers and/or pajamas
  - o Footwear consisting of heels that place the student's health and well-being at risk.

**Staff and administration will handle additional situations and interpretations on an individual basis. Exceptions:**

Appropriate athletic clothing may be worn in physical education classes. Clothing normally worn when participating in school-sponsored extracurricular or sports activities (such as cheerleading uniforms and the like) may be worn to school when approved by the sponsor or coach.

## **ELECTRONIC DEVICES**

The use of electronic devices in school situations that disrupts and interferes with teaching, learning, and the educational process is not acceptable. Personal communication or electronic devices such as cell phones are not allowed during instructional time in the classroom unless directed or allowed by the teacher for instructional purposes.

Violation of this policy and/or use that violates any other district policy shall result in disciplinary measures including confiscation of the electronic communication device, in accordance with the FMHS Behavior Matrix.

**If a student refuses to hand over their device when a teacher asks for it, then the student will be sent to the office for Insubordination and will receive one day of In School Suspension.**

Students who bring devices to school do so at their own risk. The school will not be responsible for lost or stolen electronic devices. The school district and/or the staff shall not be responsible for loss, theft, or destruction of electronic communication devices brought onto school property. Administrators will not spend excessive time attempting to recover these items if lost or stolen.

## **ELL – ENGLISH LANGUAGE LEARNER PROGRAM**

Morgan County School District Re-3 serves the needs of many English language learners. Students may qualify for ELL services if any question on the Home Language Survey is marked as other than English. Students are evaluated using the WIDA online screener (1<sup>st</sup> grade – 12<sup>th</sup> grade) to determine language proficiency and initial placement into an ELL program. Instructional programming is designed to support the student's language proficiency level. Instructional services may

include “pull-out” support during which time students participate in instruction delivered by an ELL teacher. “Structured Immersion” in the regular classroom is another means of serving English Language Learners whose needs are better met in this fashion. All instruction is conducted in English with support provided based on individual needs.

Staff members in all buildings are provided information from the ELL teachers outlining each ELL student’s language proficiency. The ELL teacher will also provide appropriate teaching strategies and goals for each ELL student through individual ELD plans. ELL students are tested annually using the WIDA ACCESS test to determine proficiency level and the need for continued ELL services.

The Morgan County School District Re-3 provides free language assistance for any parent/guardian who requests support in speaking, reading, writing, or comprehending English. The school will provide language assistance for anyone who requests it without question. Please contact the school office for assistance.

## **FIELD TRIPS**

Field trips may potentially involve risks and responsibilities for your child that are beyond the scope of those normally associated with educational activities at school. Such risks are personal injury and/or damage to personal property. Students attending a field trip are required to fill out a Student Permission Form (provided by the field trip sponsor/teacher). To account for all students, passengers are required to be on the list of the appropriate driver. Students 18 years of age or older are still required to provide the Student Permission Form and get approval from the principal and/or designee prior to participating in a field trip event.

## **GIFTS**

Gifts of cut flowers, potted plants, and balloons etc. **are to remain in the Main Office and students are not to take them into the classroom.** Students may pick them up at the office after school.

## **HEALTH**

Registered Nurses are employed by the School District and are available during school hours. School Nurses serve more than one school within the District and may not always be on the premises, however are on-call for all questions and emergencies. Your student’s school has trained designated staff that can answer your questions, give medications, and provide emergency first aid for students when the nurse is not in the building.

## **IMMUNIZATIONS**

An immunization record must be presented when registering students for school. If the student’s immunization record is not complete, parents will be notified and must make arrangements to present the appropriate documentation of immunizations, or a plan of progression toward immunization compliance. No student is permitted to attend, or continue to attend, any school in this district

without meeting the legal requirements of immunization against disease. Exemptions for immunizations include health, religious, and/or personal reasons, as provided for by the law. In order to be exempt, a parent/guardian must present the appropriate and signed paperwork.

## **MEDICATIONS**

Before bringing any medication to school a parent/guardian needs to check with their doctor to determine if the medication must be given during school hours. Schedules can usually be set up so medications can be given at home. Medication will be given at school **only** if the effectiveness is altered by not giving it during the school day. Any medication that must be given at school requires written permission from the student's doctor and parent/guardian. This includes both prescription and non-prescription (over-the-counter) medication. Medication must be brought to the school by an adult. Prescription medications must come in a pharmacy-labeled container with the name of the student, the name of the medication, medication dosage and instructions for administering the medication. The pharmacy name and phone number and the doctor prescribing the medication must also be included on the label. Non-prescription medications (over-the-counter medications) must be labeled with the student's name and packaged in the original container. Packaging 'dosage' instructions must match the signed doctor authorization. Any time medication dosages change throughout the year, all paperwork (written permission, pharmacy labels, etc.) will need to be replaced. All medication paperwork must be renewed at the beginning of each school year. Students are not allowed to carry any medication in their lunch bags, jackets, backpacks, etc. Exceptions to this rule include Inhalers, Epi-pens, Benadryl, and Diabetic medications. Written permission from the doctor and parent/guardian allowing the student to carry and "self-administer" must be noted on the appropriate documentation and approved by RN. Parents/guardians should consult with their School Nurse assigned to their student's building. Under no circumstances will school personnel provide any medication to a student. Only the School Nurse or School Nurse's designee may administer medications to students. Qualified staff members must pass the Medication Administration class and have delegation privileges from the individual School Nurse responsible for their school. **ONLY** School Nurses can provide "Emergency Delegation" in individual circumstances.

## **LIBRARY/MEDIA CENTER**

The Fort Morgan High Library is open from 7:30 am – 3:30 pm when school is in session. Students may use the library before and after school or during lunch to read, do homework, or use a computer. During class time, they must have a pass from their teacher. Students must present their current ID card to check out library books.

Library books are checked out for a minimum of 2 weeks at a time, but can be renewed unless another student has requested the book. To avoid fines, turn in your book on or before the due date. Overdue fines are 10 cents a day, with a maximum overdue fine of \$5.00. You will be charged full replacement cost if you fail to return a library book.

## **LOSS/THEFT**

Students should secure bicycles, automobiles, valuables, and their lockers because the school does not accept responsibility for personal articles and property in case of theft in the building or on school grounds. Students who lose or have reason to believe their personal property has been stolen/vandalized should contact the School Resource Officer or Assistant Principals.

**NOTE:** The school does not take responsibility for your personal belongings. Please exercise care in what you bring to school and where you leave it. Do not share your locker combination with anyone. Always, no matter how hurried you are, make sure that both locker compartments are secure in your hall locker and that your gym locker is secure.

## **LOST AND FOUND**

Lost items turned into the office will be held until the end of the semester. If there is identification on the item, every effort will be made to contact the owner. All unclaimed items will be given to a local charitable organization in December and June.

## **MANDATED REPORTER**

All FMHS and MCSD employees are considered mandated reporters. A mandated reporter is obligated by law to report known or suspected incidents of child abuse and/or neglect for children up to age 18. For more information on this obligation, please see state statute C.R.S. 19-3-304.

## **MIGHTY MUSTANG AWARDS**

Mighty Mustang Awards were developed to recognize students who have achieved high levels of academics and attendance. Academic and attendance recognition may include an academic letter for 3.5 and above. Mighty Mustang Awards are presented twice a year at the end of each semester.

## **OPEN AND CLOSED CAMPUS**

### **CLOSED CAMPUS (EXCLUSIVE OF LUNCH)**

Students are to remain on school grounds, either in a classroom or designated areas, unless permission to leave is received from the Main Office. **Students who leave during the school day must get permission from the Main Office in advance and sign out at the attendance window on the day of the absence.** Students who return to school or come after classes begin must sign in at the attendance window. Parking areas are considered "off campus" during school hours. Consequences for repeated violations of the closed campus policy may include detention, in-school suspension, out-of-school suspension, or community service.

### **OPEN CAMPUS LUNCH TERMS AND CONDITIONS**

Open campus means that students can leave the campus grounds for lunch. Open campus is a privilege and this privilege will be revoked if regulations are not followed. Attendance and behavior requirements must also be met in order for students to receive open campus privileges even if students meet the academic requirements.

- All freshmen (9<sup>th</sup> grade) will have closed campus for the duration of the school year.
- All sophomores (10<sup>th</sup> grade) will have closed campus for the 1<sup>st</sup> semester. Sophomores who have a cumulative GPA of 3.0 or above and have no D's or F's for a weekly grade will be allowed to leave campus during the noon hour on designated Fridays.
- Sophomores who achieve a 1<sup>st</sup> semester GPA of 3.0 or above and have no D's or F's for a weekly grade will be awarded open campus privileges during the noon hour for the second semester of the school year.
- All juniors (11<sup>th</sup> grade) and seniors (12<sup>th</sup> grade) will have open campus throughout the school year. However, if a junior or senior receives a D or F for a weekly grade, they will lose their open campus privileges for that week during the noon hour.

Students may leave the campus during their lunch in accordance with the above stipulations, provided their parents or guardians have completed a permission form. Completion of this form is to ensure that parents/guardians are aware that their student may leave campus during lunch. However, this privilege may be revoked for improper student behavior including, but not limited to, unexcused absences and tardies resulting from students not returning on time and for inappropriate behaviors while off-campus. Parents/guardians may also sign a "Denial to Leave Campus" form if they do not wish their student to leave campus during lunch.

## **FOOD AND DRINK**

Food is not allowed in the classroom. Outside food and drink are not allowed to be brought into the commons. Students may bring their lunches from home and eat in the commons.

## **PARENTAL INVOLVEMENT**

### **ROLE OF PARENTS**

Although the purpose of information in this handbook is specifically designed for students attending FMHS, as teachers, administrators, staff, and as a community, we greatly appreciate your involvement in the educational process of your child. We simply cannot be successful in fully educating your child without your efforts and assistance. FMHS would like to welcome you to attend or join our District Accountability Committee or welcome any other suggestions that you may have to improve our existing building or policies. As always, your efforts and support are most appreciated.

### **CAMPUS PARENT PORTAL**

As a parent, a critical role in your students' education is how you monitor and encourage progress throughout the academic year. The Fort Morgan School District

offers a great opportunity to monitor your child's progress through Campus Parent. Campus Parent is a web-based program that is a component of our Infinite Campus Data System. All you need to view your child's grades, behavior, lunch account, and even his/her fines is a computer with an internet connection. If you have not signed up for Campus Parent, or have simply forgotten how to access Campus Portal, we would be more than happy to assist you in the process. Simply stop in at the Counseling Center or the District Support Center, and we can help.

### **PARENTS' RIGHT TO KNOW**

Every Student Succeeds Act (ESSA) requires that school districts provide, upon parent request, information regarding the professional qualifications of the students' classroom teachers. The Morgan County School District Re-3 will provide, upon request, the following information to parents regarding their child's teacher(s): 1) whether the teacher has met state qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction, 2) whether the teacher is teaching under an emergency or other provisional status, 3) degrees and certifications of the student's teacher, and 4) whether the child is provided services by paraprofessionals and, if so, their qualifications. Requests for any of the above information can be made to the Director of Human Resources, Dr. Brian Childress, 715 W. Platte Avenue, Fort Morgan. Dr. Childress' phone number is 970.370.6120.

### **School Communication**

- Website <http://www.morgan.k12.co.us> and access our webpage by clicking on schools and then FMHS.
- Daily announcements that can be accessed via Campus Parent in Infinite Campus or on the school website under Announcements.
- Call the FMHS Main Office at 970.867.5648 or the Attendance Line at 970.370.6690 if you want to report your child's absence, or if you want to speak with an administrator or a teacher.
- Call the FMHS Counseling Center at 970.370.6682 if you are in need of talking with your child's counselor, requesting transcripts, wanting to enroll or disenroll your child, etc.
- Auto-Dialers are used by FMHS to report information to students and parents.

### **ABOUT CPIRC**

The Colorado Parent Information & Resource Center (CPIRC) builds partnerships between schools and families to increase student achievement. CPIRC works with Colorado schools, districts and organizations to give parents and education professionals information and resources so that families can participate in their children's academic success. CPIRC focuses on increasing meaningful parent involvement in education. We also support early childhood education, and we provide information about No Child Left Behind. CPIRC offers training and technical assistance to schools, districts and parents. CPIRC was established in 1995 with a grant from the U.S. Department of Education. CPIRC belongs to a nationwide network of PIRCs (Parent Information and Resource Centers) that support the work of the U.S. Department of Education, Office of Innovation and Improvement in each state. CPIRC believes that all families can participate in the education of their

children and increase student achievement. Some of the services include:

- Training of Trainers (TOT) for school staff and parent leaders to present our "Workshops for Parents". All workshops are designed to help parents support their child's education at home.
- Professional development for educators on implementing meaningful parent involvement.
- Technical assistance to schools and districts to develop parent involvement plans and policies.
- Dissemination of parent involvement information to families, school administrators, teachers and the general public.
- Training and support for early literacy and kindergarten transition activities.
- Parenting Tips through the Family Support Line.

English 877-695-7996 Statewide, toll free, 303-695-7996 Denver Metro Area  
Spanish 866-Las-Familia, 1-866-527-3264

Colorado Parent Information and Resource Center – <http://www.cpirc.org>

## **PARKING**

All students who drive to school must

- (1) register their vehicle with the main office in order to receive a \$1 Parking Sticker, which will be placed on the lower passenger side of the windshield, and
- (2) park in their designated lot, and not on any street.

Any student who is parked on or off school property and is not parked in a designated area, is subject to a \$25.00 fine paid to FMHS and/or having their vehicle towed at their own expense.

All freshmen (9<sup>th</sup> grade) and sophomore (10<sup>th</sup> grade) students are to park in the gravel parking lot across the street from the front of the school. All junior (11<sup>th</sup> grade) and senior (12<sup>th</sup> grade) students are to park in the northwest lot behind the school.

Students are not to park in street areas and will be subject to receiving a ticket from FMHS. Driving to school is a privilege, and continued violation of parking infractions may result in a student's loss of privilege to park on school grounds.

## **RIGHTS OF STUDENTS**

Students have the right to due process concerning school rules and the execution of those rules. In any situation involving actual or potential logical consequences, students have the right to be informed of actual or potential charges being made against them, to be able to present their side of any issue or event, and to understand the reasoning inherent to the application of logical consequences. This concept of due process is fair and appropriate to the operation of the school.

The school administration understands very well that students do not like being searched. If and when circumstances dictate a search will occur, every effort will be made to be as unobtrusive as possible during the process. In such cases, the security needs of the school override the sensitivity of the student.



## **SCHOOL RESOURCE OFFICER (SRO)**

Fort Morgan High School participates in a partnership with the Fort Morgan Police Department known as the School Resource Officer (SRO) Program. The purpose of the SRO Program is to ensure a safe learning environment, improve relations between law enforcement and students, and to be a resource to students, staff, and parents. The SRO will handle complaints such as theft, harassment, motor vehicle accidents on school grounds, possession and/or use of illegal substances, as well as all other situations of a criminal nature. The SRO maintains an office in the library hall on the west side in Room 259. Students are encouraged to stop in or contact the officer at 970-867-5648.

## **SPORTSMANSHIP EXPECTATIONS**

- o Positive and supportive behavior and sportsmanship are expected and emphasized at all school athletic events.
- o Mustang fans and students will conduct themselves in a respectful manner in their interactions with guests, opponents, and game officials.
- o Students will not engage in negative or offensive cheers or gestures during games or events.
- o Students who persistently engage in inappropriate behavior may be removed and/or prohibited from attending all future contests. Students and fans are asked to observe league rules prohibiting signs and noisemakers at athletic contests.

## **STUDENT ACTIVITY ICON**

We encourage all students to purchase an Activity Icon for \$30.00. All money from the sale of activity icons is used to finance student activities and athletics. **Students participating in sports, cheerleading, or music must purchase an activity icon.**

## **STUDENT IDENTIFICATION CARDS**

Student identification cards will be issued to all students at the beginning of each school year. These photo cards must be carried while on school grounds and when attending school functions. Any student who does not have an I.D. card should report to the Main Office and a replacement I.D. will be supplied. The cost of replacement is \$1.00. As its name indicates, an I.D. card is for the purpose of identifying the holder of the card, in this case, the student. On occasion the student may be asked to show her/his I.D. card to a staff member. Failure to do so constitutes a violation of discipline policy and will result in disciplinary action. Identification cards must be presented to enter school dances or athletic events at student prices, to gain Internet access, to check out materials from the library, or to leave campus during lunch.

## **TELEPHONES**

FMHS no longer has a public pay telephone. Many students possess a cell phone and have access to phone service. However, if a student does not have a cell phone and needs to make an emergency call to parents/guardians, with the approval of

the office staff, a student will be able to make that call from the Main Office. Phone messages for students are discouraged. In case of an emergency call from parents, every effort will be made to contact the student. Teachers are not authorized to allow students to use classroom telephones during class.

## **TOBACCO, VAPOR, OR OTHER SMOKING DEVICES**

Tobacco use in all forms, vapor inhalers, or any other smoking item or device is prohibited by both board policy and state law, on school grounds, at school-sponsored activities, on student trips, and when students are being transported in school district vehicles. "Use" includes but is not limited to lighting, chewing, smoking, or inhaling any such product. School grounds include the building, the parking lots, the grass area, the sidewalks surrounding the school, and the areas used for physical education and athletics. Consequences for violations of this policy will be assigned as detailed in the FMHS Behavior Matrix.

## **TRANSFERS AND WITHDRAWALS**

Students who are going to transfer or withdraw from school should start the withdrawal process in the Counseling Center prior to their last day of school. Parents must come into the Counseling Center to sign their student out of school. On the day of withdrawal, students must turn in all necessary books and materials after which time an exit interview will be conducted by the Counseling Staff. **Students should be certain that all fines are paid at the time of withdrawal.** Forwarding of transcripts and records will be withheld if fines are still owed. When students transfer to a new school in mid semester, they will normally be enrolled with a schedule that will allow them to complete the courses they were taking at their previous school. However, if comparable courses are not available at the new school, the students may not receive credit for those courses where no match could be found. Students transferring into Fort Morgan High School with less than four weeks remaining in the semester should plan to make arrangements to receive semester credit from their previous school for those courses that could not be taken at Fort Morgan High School. Students transferring from Fort Morgan High School with four or fewer weeks remaining in the semester may receive credit from Fort Morgan High School if the requirements for the course can be met.

Students, who voluntarily withdraw, may be re-admitted with conditions for readmission set by Fort Morgan High School Administration. Students who have been expelled or suspended for the duration of the semester will not have an opportunity to enroll before the following semester. In this case, conditions for readmission to Fort Morgan High School will be determined by the Superintendent.

## **VISITORS**

The Board encourages parents/guardians and other citizens of the District to visit classrooms at any time to observe the work of the schools. In order to ensure that no persons enter buildings with wrongful intent, all visitors to the schools shall report to the school office and obtain a visitor badge when entering. Visitors may be asked to show proper identification and must provide a reason for being at the school. Failure to comply with checking in with the office can result in a citation of

trespassing. **Student visitors must receive at least 24 hour prior approval before being allowed to attend class with a family member or a friend.** We encourage all outside students wishing to visit our students and staff to please do so before or after school if possible. Teachers should notify the front office of impending visitors (example, guest speakers, trainers, coaches, etc) to classrooms.

# APPENDIX

## 2021-2022 School Year Student Calendar Morgan County School District Re-3 Fort Morgan, Colorado

JULY 2021						
S	M	T	W	T	F	S
					1	2 3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

AUGUST 2021						
S	M	T	W	T	F	S
	1	2	3	4	5	6 7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

SEPTEMBER 2021						
S	M	T	W	T	F	S
					1	2 3 4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

OCTOBER 2021						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

NOVEMBER 2020						
S	M	T	W	T	F	S
					1	2 3 4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

DECEMBER 2021						
S	M	T	W	T	F	S
					1	2 3 4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

### REGISTRATION

On-Line Registration Available On Our Website  
<http://www.morgan.k12.co.us/>

Sherman Kindergarten On Line  
Sherman Learning Express Preschool On Line  
Baker, Columbine, GA, Pioneer On Line  
Fort Morgan Middle School August 6  
Fort Morgan High School On Line  
Lincoln High School August 9-11

### START DATES

Classes Begin for 1<sup>st</sup> - 8<sup>th</sup> & Lincoln August 19  
FMHS 9<sup>th</sup> grade classes begin August 19  
FMHS 10<sup>th</sup>-12<sup>th</sup> grade classes begin August 20  
Kindergarten Begins August 26  
Learning Express Preschool Begins September 8

### END DATES

Learning Express Preschool Ends May 19  
K-11 Ends May 27

### GRADUATION

Lincoln High School Graduation May 13  
High School Graduation May 22

### SEMESTERS

First Quarter - 39 days Aug 19 - Oct 13  
Second Quarter - 44 days Oct 19 - Dec 22  
Third Quarter - 43 days Jan 10 - Mar 11  
Fourth Quarter - 48 days Mar 21 - May 27

### PARENT/TEACHER CONFERENCES

	FALL	SPRING
Sherman	October 26 & 28	March 8 & 10
Baker	October 13 & 21	February 15 & 17
Columbine	October 5 & 7	March 8 & 10
Green Acres	October 7 & 12	March 8 & 10
Pioneer	October 21 & 26	March 3 & 8
Middle School	October 7 & 12	February 8 & 10
High School	October 11 & 13	February 22 & 24
Lincoln	October 7 & 13	February 10 & 15

### No School for Students

Labor Day  
Fall Break  
Thanksgiving Break  
Winter Break  
President's Day  
Spring Break  
Good Friday

September 6  
October 14 - 18  
November 24 - 26  
December 23 - January 7  
February 18 - 21  
March 14 - 18  
April 15 - 18

Student Days - 174 Teacher Days - 185

JANUARY 2022						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEBRUARY 2022						
S	M	T	W	T	F	S
					1	2 3 4 5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

MARCH 2022						
S	M	T	W	T	F	S
					1	2 3 4 5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

APRIL 2022						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY 2022						
S	M	T	W	T	F	S
					1	2 3 4 5 6 7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JUNE 2022						
S	M	T	W	T	F	S
					1	2 3 4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

This calendar may be adjusted in the event school is cancelled because of inclement weather or other emergencies.

# **FORT MORGAN HIGH SCHOOL STAFF**

## **ADMINISTRATION**

Mr. Clint Anderson	Principal
Ms. Jaylyn Holzworth	Assistant Principal
Mrs. Adrianna Nickell	Assistant Principal
Mr. Andy Schon	Assistant Principal/ Athletic & Activities Director

## **STAFF**

### **Agriculture Teachers**

Mr. Greg Ditter	Mrs. Danica Farnik
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### **Art Teacher**

Ms. Carol Boodakian

### **Business Teachers**

Ms. Rebecca Schmidt	Mr. Brian Whitney
Mr. Christopher Kelley	

### **English Language Arts Teachers**

Mr. Ian Blake	Mrs. Morgan Larsen
Mrs. Judy Carruth	Ms. Terri Rich
Ms. Olivia Graham	Mrs. Taylor Schneider
Ms. Heidi Guggisberg-Coners	Mr. Joseph Skerjanec
Mrs. MacKenzie Kembel	

### **Family & Consumer Sciences Teachers**

Mrs. Jeanine Pope	Mrs. Angela Smith
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### **Industrial Arts Teacher**

Mr. Heldwin Brito

## Instructional Coaches

Mrs. Linda Frasco  
Mrs. Nicole Johnson

Mrs. Hallie Silz

## Mathematics Teachers

Mr. Jacob Blunn  
Mr. Jim Kreikemeier  
Ms. Maricel Maundo

Mr. Ricky Partney  
Mr. Himanshu Sharma  
Mrs. Cindy Tormohlen

## Music Teachers

Mr. Nick LeMaire

Mr. Mark Ossip

## Newcomers/English Language Development

Ms. Lilibeth Bendol  
Mr. Kazungu Bahati  
Mr. Burale Mohamed

Mrs. Cherelle DeVries  
Mr. Orlando Santana

## Physical Education Teachers

Mr. Tanner Campbell  
Mr. Andrew Davies

Mrs. Liz Schmidt  
Mr. TJ Schneider

## Science Teachers

Mr. Justin Anderson  
Mrs. Julie Georgiou  
Mr. Paul Georgiou  
Mr. Kyle Graulus

Mrs. Nicole Johnson  
Mrs. Erica Kornse  
Ms. MaryAnnabe Los Banes

## Social Studies Teachers

Mr. Bob Campbell  
Mr. Ty Davies  
Mr. Kelly Newens  
Mr. Newton Rewi

Mrs. Jean Ridl  
Mr. Zach Stream  
Ms. Kaitlyn Zweig

## Special Education Teachers

Ms. Jessica Cancio  
Ms. Marnie Contic  
Ms. Tannia Morin TA  
Mr. Louis Montoya TA

Ms. Lori Pruett  
Mrs. Hallie Silz  
Mrs. Jamie Tow TA  
OPEN

## World Language Teachers

Mrs. Araceli Flores  
Mrs. Barbara Gibson

Mr. Lance Hochanadel

## Other Professional Staff Members

Mrs. Gail Davies  
Mr. Anthony Gagliano  
Ms. Chandler Freauff  
Mrs. Judy Frasco  
Ms. Kendall Hemphill  
Mrs. Lynell Jamieson  
Ms. Courtney Russell  
Mrs. Brittney Weimer

Capstone Coordinator  
School Resource Officer  
School Nurse  
Tutorial / ISS  
School Health Professional  
Librarian/Media Center  
Athletic Trainer  
School Nurse

## Counselors

Mr. Ryan Einspahr  
Mrs. Amy Prouty

Ms. Traci Reeves  
Mrs. Marcy Wolff

## Counseling Staff

Mrs. Dencia Kudron  
Mrs. Kim Scholes

Secretary/Scholarships  
Registrar

## Main Office Staff

Ms. Janie Gomez  
Ms. Dani Marsh  
Ms. Debbie Rose  
Mrs. Dana Schmidt  
Mrs. Karla Velazquez  
Mrs. Amber VonFeldt

Family Liaison  
Health Aide  
Administrative Asst.  
Discipline Secretary  
Attendance Secretary  
Athletic Sec/Finance

## Kitchen Staff

Mrs. Judy Baker  
Mrs. Mary Vasquez

Mrs. Teresa Willis  
Mrs. Gail Windsheimer

## Custodial Staff

Ms. Emily Gomez  
Ms. Ma Ibarra-Fierros  
Mr. Angel Jaurigui  
Mr. Jamie Larson

Ms. Ana Martinez  
Mr. Mark Prather  
Mr. James Rees  
Mrs. Griselda Sarinana

# DISTRICT POLICIES AND PROCEDURES

For a full copy and explanation of District Policies and Procedures, please go the district website:

[http://www.morgan.k12.co.us/pages/Morgan\\_County\\_SD\\_Re\\_3/Employment/School District Policies](http://www.morgan.k12.co.us/pages/Morgan_County_SD_Re_3/Employment/School_District_Policies)

## FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT 1974 (FERPA) FERPA Notification

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that Morgan County School District RE-3 and Fort Morgan High School, with certain exceptions, obtain a written consent prior to the disclosure of personally identifiable information from a child’s education records. However, the District may disclose appropriately designated “directory information” without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the District to include this type of information in certain school publications. Examples include:

- A playbill, showing your student’s role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs;
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the *Elementary and Secondary Education Act of 1965* (ESEA) to provide military recruiters, upon request, with three directory information categories – names, addresses and telephone listings - unless parents have advised the LEA that they do not want their student’s information disclosed without their prior written consent.

If you do not want the District to disclose directory information from your child’s education records without your prior written consent, you must notify Fort Morgan High School in writing by August 31 of any given year. We have designated the following information as directory information:

- Student’s name
- Address
- Date of Birth
- Grade Level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received

## **ASBESTOS NOTIFICATION**

To comply with the EPA AHERA regulations, Morgan County School District Re-3, along with all other schools in the United States, must notify all students, staff, and patrons that all schools have been inspected and that there are Management Plans available for inspection. These Plans are available at the Maintenance Office, 1301 East Riverview Avenue.

Any remaining asbestos in the schools is in good shape and poses no danger. The District maintains periodic inspections every six months to comply with the regulations. If you have any questions regarding asbestos in Morgan County School District Re-3, please contact Mike Bailey at 970-542-1469, extension 58011.

## **STATEMENT OF NON-DISCRIMINATION**

Morgan County School District Re-3 is an Equal Opportunity Employer; subject to all federal and state laws and constitutional provisions. Morgan County School District Re-3 does not discriminate on the basis of disability, race, creed, color, sex, sexual orientation, national origin, religion, ancestry, age, or need for special education services.

Contact Person – Superintendent, 715 W. Platte Avenue, Fort Morgan, CO 80701 – 970-867-6110.

## **SCHOOL SONGS**

### **HAIL TO THEE (Alma Mater)**

(words by Tom Yates)

Hail to thee, our Alma Mater  
Dear old Morgan High  
Fame and glory shall become thee  
As each year goes by.

Proud are we of our true colors  
Symbols of thy fame  
Hail to thee our Alma Mater  
Hear the glad refrain.

When our school days are over  
And we've said goodbye  
Still our school lives on in mem'ries  
That will never die.

### **FIGHT SONG**

On Fort Morgan, on Fort Morgan  
Fight on for our fame,  
Put the ball clear round the rival  
Touchdown sure this time  
Rah-Rah-Rah.

On Fort Morgan, on Fort Morgan  
Fight on for our fame,  
Fight Mustangs, fight and we  
Will win this game.