

JOHN MALL HIGH SCHOOL

Student Handbook



JOHN MALL HIGH SCHOOL AT WALSENBURG
355 WEST PINE STREET
WALSENBURG, COLORADO 81089
719-738-1610 PHONE
719-738-2541 FAX

SECRETARY
Faith Espinoza

COUNSELOR / ACADEMIC ADVISOR
Jaime Dulberg

ADMINISTRATOR
George Purnell, Principal

ACTIVITIES DIRECTOR
Joshua Vialpando

INFORMATION TECHNOLOGY
Coordinator: Mark Turner
Specialist: Manuel Lujan

SUPERINTENDENT
Michael Moore

BOARD OF EDUCATION

Jaye Sudar	President
Julia Marchant	Vice President
Elisha Meadows	Treasurer
Dorothy Martinez	Secretary
Sherry Gomez	Member
David Tesitor	Member
Eva Vigil	Member

MISSION STATEMENT
Huerfano School District Re-1

Huerfano School District Re-1 provides a safe learning environment and exceptional opportunities for all students to succeed in an ever changing world

VISION STATEMENT
Huerfano School District Re-1

The vision of Huerfano Re-1 School district is to provide focused, creative and innovative learning experiences for all students. We emphasize lifelong learning, development of community partnerships and prepare our students to succeed in the 21st century.

ABOUT OUR NAME

John Mall Jr. – Sr. High School received its name from a dedicated Huerfano County educator, John S. Mall, an orphan whose schooling was funded by a G.I. insurance policy left by a World War I casualty. Mr. Mall took a teaching position in a one-room school east of Walsenburg and rose through the ranks to principal eventually becoming Superintendent of Schools. His generosity, veneration of learning and devotion to service is an inspiration to us all.

TABLE OF CONTENTS

District Calendar	5
Staff	6
School Colors-Mascot-Song	7
Bell Schedule	8

ACADEMICS

Class Rankings/Grade Point Averages/Honor Rolls	8
Grading System Alternatives	8
Grading Reports	6
Graduation Requirements	6
National Honor Society	9

ATTENDANCE

Attendance Policy JH	10
Absences	11
Truancy JHB	11

COUNSELING/GUIDANCE

Minimum Academic Preparation Standards (MAPS)	12
Personal Information	13
Scheduling	13
Withdrawals	13

DISCIPLINE

General	14
Colorado School Safety Hotline	16
Bullying Prevention and Education Policy JICDE	16
Dangerous Weapons in school Policy JICI	17
Dress Code Policy JIC	18
Drug and Alcohol use by students Policy JICH	18
Grounds for Suspension/Expulsion Policy JKD/JKE-E	21
Graffiti	22
Skateboards	22
Public Display of Affection	22
Regulations for Smoking and Possession of Tobacco Products	22
School District Policy JICDA – Code of Conduct	23

EXTRACURRICULAR

Athletics	24
Club Activities	24
Eligibility/NCAA Eligibility Requirements	24
Fees	25
Insurance	25
Parent-Teacher Conferences	25

GENERAL INFORMATION

Care of School Property by Students	26
Cell Phone Policy JICJ /Electronic Devices	27
Closed Campus	28
End of Year Clearance	28
Food Service	28

Fines	-28
Fire Drills	28
Lockdown Drills	-29
Lockers	-29
Lost and Found	-29
Messages and Deliveries	29
Student Leaving Building	29
School Events	29
Severe Weather Information	29
Speeches	29
Telephone Usage	23
Visitors	-23

HEALTH

Illness	-30
Immunizations	30
Wellness Policy	30

APPEAL PROCESS

Student Concerns, Complaints and Grievances Policy JII	30
Sections 504/ADA/Harassment/Other Grievance Procedures	30
Board Policies	-31
Signed Parent Permission Slip	33

John Mall Staff

Maintenance / CustodialJulian Martinez, Doug Olson
Cooks..... Lena Aguirre
Instructional Aide / Online.....Heidi Micek
Instructional Aide SPED.....Camilla Romero
Student Attendance Coordinator.....Moses Barela
In School Suspension Coordinator...Joseph Hibpshman

Certified Teachers:

ScienceRoss Hallihan
Business.....Jonathon Ambler
Social Studies.....Catherine Thompson
English.....Tanya Gatlin
Math.....Comilla Green
STEM.....Ethan Chew
Special Education.....Lisa Brgoch
Art.....Katie Keeling
Band/Choir.....Ben Pollack
Physical Education.....Joshua Vialpando

Activity Sponsors:

National Honor Society.....Catherine Thompson
Student Council.....Jaime Dulberg
STEM.....Ethan Chew
Future Business Leaders of America.....Jonathon Ambler
Yearbook.....Jonathon Ambler
Drama.....Tanya Gatlin
Drive Smart.....Faith Espinoza

Freshman Sponsor.....
Sophomore Sponsor.....
Junior Sponsor.....
Senior Sponsor.....Tanya Gatlin

Head Coaches:

Volleyball.....Joshua Vialpando
Football.....Adam Vigil
Girls Basketball.....TBD
Boys Basketball.....Mike Vigil
Wrestling.....Joshua Vialpando
Baseball.....Tobias DeHerrera
Track..... Mike Vigil

SCHOOL COLORS: Purple and White

MASCOT: Panther

SCHOOL SONG (Music to "On Wisconsin ")

Fight 'em Panthers, Fight 'em Panthers Go right down that line Throw the ball
around the _____ (other school mascot) Touchdown sure this time -Rah,
Rah, Rah John Mall High School, John Mall High School Fight on for your fame
Fight Panthers, fight, fight, fight to win this game. P-A-N-T-H-E-R-S F-I-G-H-T!

School Hours / Days

Monday through Thursday

7:45 a.m. – 4:10 pm

**Wednesday Early Release (once a month Sept. – Apr.) at 2:00 pm for
teacher collaboration:**

Sept. 16, Oct. 8, Nov. 7, Dec. 9, Jan. 13, Feb. 10, Mar. 2, Apr. 13.

Please call to report absences before 10:00 a.m. at 719-738-1610.

Messages for students need to be received before 3:30 p.m.

Please refer questions to 719-738-1610 or email

gpurnell@huerfano.k12.co.us

2015 – 2016 BELL SCHEDULE (Three Minute Passing Periods)

First Bell	7:40			
Period	Mins	Start	End	
1st	61	7:45	8:46	AM
2nd	61	8:49	9:50	
3rd	61	9:53	10:54	
4th	61	10:57	11:58	
Lunch/RTI	30/30	11:58	12:58	
5th	61	1:01	2:02	PM
6th	61	2:05	3:06	
<u>7th</u>	<u>61</u>	<u>3:09</u>	<u>4:10</u>	

457 mins. Per day x 146.5 days = 66,951 mins. / 60 mins. = 1,116 hours educational contact time

Board policy is 1,105 hours

ACADEMICS

Class Rankings – Grade point averages shall be used in computing high school and middle school class rankings. All courses will be included in class rankings except as noted below. All students shall be included in class rankings. Grade point averages determining valedictorian and salutatorian are based on eight semesters of attendance for grades ninth through twelfth at an Accredited Educational Institution. Accredited Educational Institutions are defined as those accredited by a State or entities authorized to provide accreditation by the Commission on International and Trans-regional Accreditation (CITA).

Honor Roll – Honor rolls will be computed using all classes except as noted below. Students achieving a grade point average of 3.0 or higher may be placed on the honor roll at the end of the grading period. The following classes will not be included in calculating grade point averages: Teacher aides, work-study, and college classes. Honor rolls are maintained by the high school and middle school. All grades for honor roll and class-ranking purposes shall be weighted as follows:

Grade Point Averages - General Grades are weighted as follows: A=4 B=3 C=2 D=1 F=0

Any advanced score on CSAP Tests will count as a weighted "A".

Modified Grades are weighted as follows:

(A) =3 (B) = 2.5 (C) =1.5 (D) =.5 (F) =0

Units needed for Grade Level Placement: Sophomores; 7 units completed; Juniors; 14 units completed; Seniors; 19 units completed; Graduation 26 units completed.

Grading System Alternatives:

Advanced Class - Advanced class as noted above.

General Class - Classes taken on the general course track. Accommodations may be used for students on this track. Definition of accommodation is a change in how a student assesses and or demonstrates his/her learning, but does not substantially change the content or instructional level. Examples are preferential seating, extended time to complete assignments, quiet environment to take tests, keyboards for written work, tape recording answers to questions, alternate test format, etc. Any proficient score on a CSAP test will be counted as a general course "A".

Modified Grade - A modification is used when a student is incapable of a competitive grade, even with classroom accommodations; however, the student is working up to their ability and putting forth good effort. This includes changes in content or instructional level to allow for meaningful participation and enhanced learning experiences. Examples of modifications include simplified vocabulary, lower reading level text, simplified math problems, etc.

General: A=4, B=3, C=2, D=1, F=0

Modified Grade: (A) =3, (B) =2.5, (C) =1.5, (D) =.5, (F) =0

Report Card Coding: * = Advanced classes, = General classes, () = Modified classes

Grading Reports: Midterm reports will be sent to parents at the end of five weeks during each quarter. If the student is not achieving his or her potential or experiencing problems, deficiency slips may be sent at other times. At the end of each nine-week session, students will receive grade cards indicating academic progress. These will be mailed home or will be available at scheduled parent/teacher conferences.

Graduation Requirements: Each student must select, follow, and meet all requirements in order to graduate. Parent involvement is required. Each student must successfully complete 26 credit units of work. A credit is defined as the amount of credit given for the successful completion of a course. Successful completion means that the student obtained a passing grade for the course.

The required courses must be successfully completed in order to graduate. The remainder of the courses are to be chosen from available offerings so that the minimum total number of required units are successfully completed. The required courses are:

Required credits/courses:

English (4 years), including: English I, English II, English III, English IV

Math (4 years)

Social Studies (3 years), including: World Studies/Geography,

U. S. History, U. S. Government/Civics (required by state law)

Technology Literacy (1 year): Computer Concepts

Science (3 years), including: Biology

Foreign Language (1 year)

Reading (1 year) (Could be waived, see #4 below.)

The following procedure related to planning, implementing, and completing graduation requirements should apply:

1. A normal yearly course load for students is seven (7) units. A student may receive permission from the principal's advisory committee to take fewer or more units of study in order to meet individual needs.
2. Any student earning 26 required credits in advanced or general courses will receive a general diploma.
3. A student receiving modified grades in more than 50% of his or her course credits shall be granted a certificate of completion.
4. Reading is required, but could be waived if the student was proficient in reading and writing on the Eighth Grade CSAP Assessment. A proficient student may elect to take reading for credit if he or she wishes.
5. Proficient or advanced scores on CSAP Test are counted as ½ credit in the discipline in which the proficient was achieved (e.g. reading is a Reading Credit, writing an English Credit, etc.)
6. Any substitutions for required courses must be approved by the principal.

Homework: Homework will be given to students as an extension of daily assignments. They will be graded as part of class work and teachers will ensure that students have a clear understanding of how to complete the assignment successfully before it is to be completed as homework.

National Honor Society

JMHS NHS Charter Information

Membership in the National Honor Society is an honor. To be eligible for membership the candidate must be a member of the sophomore, junior, or senior class. Candidates must have been in attendance at the school the equivalent of at least one semester and must have a cumulative scholastic average of at least 85 percent, "B", or a 3.0 (on a 4.0 scale). Candidates shall also be equally evaluated on the basis of service, leadership, and character.

Selection for membership is made by a five-member faculty council and is based on outstanding scholarship, character, leadership, and service. Students will be evaluated by a faculty council, selected by the principal. Only a student's scholarship, character, leadership, and service for the current school year will be considered in final selection. The decision of the faculty council is final, there is **NO APPEALS PROCESS**.

ATTENDANCE

At JMHS, the administration and staff are dedicated to ensuring student success in school. With regular attendance students are able to receive the full benefits that education offers. Please be here and in class at all times. JMHS is a better school when everyone is present. The following is a description of how attendance is addressed within our school.

Students are expected to be their assigned classes at all times. Students who are out of class must sign a sign-out sheet from the class they are in and record where they are requesting to go. Since our passing periods are three minutes, use of the restrooms should only take place during passing periods (unless the teacher deems there is an emergency). Students who are habitually tardy, out of class wandering, or who are on campus but not in class, will be considered to be ditching and will be subject to the consequences of such actions.

We appreciate when parents team up with the school to ensure their students show a high priority with consistent attendance. Students who accrue 7 absences total (excused and unexcused) will be required to attend an attendance hearing with a parent to present documentation for absences and create a plan to improve student attendance. Whenever possible, we encourage parents to schedule student appointments on Fridays when school is not in session.

School Board Attendance Policy (Policy JH): One criteria of a student's success in school is regular and punctual attendance. Frequent absences may lead to poor academic work, lack of social development and possible academic failure. Regular attendance is of utmost importance for school interest, social adjustment and scholastic achievement. No single factor may interfere with a student's progress more quickly than frequent tardiness or absence.

Continuity in the learning process and social adaptation is seriously disrupted by excessive absences. In most situations, the work missed cannot be made up adequately. Students who have good attendance generally achieve higher grades, enjoy school more and are more employable after leaving school. For at least these reasons, the Board believes that a student must satisfy two basic requirements in order to earn full class credit: (1) satisfy all academic requirements and (2) exhibit good attendance habits as stated in this policy.

Each year the Board establishes the school attendance period by adopting a school calendar. Secondary students are required to have actual teacher-pupil instruction and contact time of 1,095 hours and 968 hours are required for elementary students during each school year.

Notice of compulsory attendance law and contact information According to state law, it is the obligation of every parent/guardian to ensure that every child under their care and supervision receives adequate education and training and, if of compulsory attendance age, attends school.

Annually, at the beginning of the school year and upon enrollment during the school year, parents/guardians of each enrolled child shall be notified in writing of their obligations pursuant to Section 22-33-104 (5) of the Colorado Revised Statutes. Annually, at the beginning of the school year and upon any enrollment during the school year, the school shall obtain a telephone number (or other means of contacting such person during the school day) from the parents, guardians or legal custodians of each child.

Excused absences

The following shall be considered excused absences:

1. A student who is temporarily ill or injured or whose absence is approved by the school attendance officer 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.
2. A student who is absent for an extended period due to physical, mental or emotional disability.
3. A student who is pursuing a work-study program under the supervision of the school.
4. A student who is attending any school-sponsored activity or activities of an educational nature with advance approval by the administration.

The district may require suitable proof regarding the above exceptions, including written statements from medical sources.

Unexcused absences:

An unexcused absence is defined as an absence that is not covered by one of the foregoing exceptions. Students who are suspended or expelled shall be considered unexcused. Each unexcused absence shall be entered on the student's record. The parents/guardians of the student receiving an unexcused absence shall be notified orally or in writing by the district of the unexcused absence.

In accordance with law, the district may impose academic penalties which relate directly to classes missed while unexcused. The administration shall develop regulations to implement appropriate penalties. Students and parents/guardians may petition the Board of Education for exceptions to this policy or the accompanying regulations provided that no exception shall be sustained if the student fails to abide by all requirements imposed by the Board as conditions for granting any such exception.

The maximum number of unexcused absences a student may incur before judicial proceeding may be initiated to enforce compulsory attendance is 4 in a month or 10 during any calendar year or school year.

Any student who has been absent from class for six consecutive weeks or more in any one school year, except for reasons of expulsion, excused long term illness or death, is considered a "dropout" and shall be reported to the Department of Education by the school district. However, if the student is in attendance at the end of the school year, or enrolled in another school, home study course or on-line program, such student is not considered a dropout and shall not be reported.

Make-up work shall be provided for any class in which a student has an absence unless otherwise determined by the building administrator. It is the responsibility of the student to arrange for pick-up of any make-up assignments permitted. There shall be one day allowed for make-up work for each day of absence. 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 will receive only partial credit, which is the consequence for an unexcused absence.

Tardiness:

Tardiness is defined as the appearance of a student without proper excuse after the scheduled time that a class begins. Because of the disruptive nature of tardiness and the detrimental effect upon the rights of the non-tardy student to uninterrupted learning, penalties shall be imposed for excessive tardiness. Parents/guardians shall be notified of all penalties regarding tardiness. After 3 tardies a student will be assigned detention time by a teacher.

In an unavoidable situation, a student detained by another teacher or administrator shall not be considered tardy provided that the teacher or administrator gives the student a pass to enter the next class. Teachers shall honor passes presented in accordance with this policy.

The provisions of this policy shall be applicable to all students in the district, including those above and below the age for compulsory attendance as required by law.

Truancy (Policy JHB): If a student is absent without an excuse signed by the parent/guardian or if the student leaves school or a class without permission of the teacher or administrator in charge, the student shall be considered truant. **A habitual truant shall be defined as a student of compulsory attendance age who has four (4) unexcused absences from school from class in any one month or ten (10) unexcused absences during any school year.** Absences due to suspension or expulsion shall not be counted in the total of unexcused absences.

In order to reduce the incidents of truancy, parents/guardians of all students shall be notified in writing at the beginning of each school year of their obligation to ensure that all children of compulsory attendance age attend school. Parents/guardians shall be required to acknowledge in writing awareness of their obligations and to furnish the school with a telephone number or other means of contacting them during the school day.

The school shall establish a system of monitoring individual unexcused absences. When a student fails to report on a regularly scheduled school day and school personnel have received no indication that the parent/guardian is aware of the absence, school personnel or volunteers under the direction of the school personnel shall make a reasonable effort to notify the parent/guardian by telephone.

A plan shall be developed for a student who is at risk of being declared habitually truant with the goal of assisting the child to remain in school. When practicable, the child's parent, guardian or legal custodian shall participate with district personnel during the development of the plan. Appropriate school personnel shall make reasonable efforts to meet with the parent, guardian or legal custodian to review and evaluate the reasons for the child's truancy.

COUNSELING/GUIDANCE **Higher Education Admission Requirements:**

Link: <http://highered.colorado.gov/Academics/Admissions/coursecompletion.html>

In 2003, the Colorado Commission on Higher Education adopted the Higher Education Admission Requirements which are entry requirements for students planning to attend any of Colorado's public four-year colleges or universities. The requirements go into effect in two phases: Phase 1 for students graduating in 2008 and 2009, and Phase 2 for students graduating in 2010 and beyond. Private colleges and universities set their own admission standards, so students should contact those institutions directly for information regarding their enrollment policies. Additionally, public two-year colleges have open enrollment policies, meaning that students applying to these schools do not need to meet the following admissions requirements.

Students planning to attend a four-year college or university in Colorado will need to complete the following classes in order to fulfill the Higher Education Admission Requirements. In addition to the Higher Education Admission Requirements, students must also meet the [Admission Eligibility Index](#).

Meeting the Higher Education Admissions Requirements does not guarantee admission to a four-year public institution. Colleges and universities may have additional requirements.

Academic Area*		2010+ Graduates
English**		4 years
Mathematics (Must include Algebra I, Geometry, Algebra II or equivalents)***		4 years
Natural/Physical Sciences (two units must be lab-based)***		3 years
Social Sciences (at least one unit of U.S. or world history)		3 years
Foreign Language		1 year
Academic Electives****		2years (11 CR)

* CCHE, CDE, and School Districts are developing standards for alternative demonstration of proficiency to be accepted in lieu of course completion. For course guidelines see paragraph 4.01 of the [Admissions Standards Policy](#).

**Two units of ESL English may count for HEAR requirements when combined with two units of successfully completed college preparatory English.

***College-preparatory ESL mathematics/science courses that include content and academic rigor/level comparable to other acceptable courses may satisfy HEAR requirements.

****Acceptable Academic Electives include additional courses in English, mathematics, natural/physical sciences and social sciences, foreign languages, art, music, journalism, drama, computer science, honors, Advanced Placement, International Baccalaureate courses, and appropriate CTE courses.

The Colorado Commission on Higher Education does not review individual high school courses to determine whether or not they meet Colorado's Higher Education Admissions Requirements. Because local school districts in Colorado oversee their high school curricula and colleges and universities establish their own entrance requirements, it is their discretion to determine what coursework meets the Higher Education Admission Requirements.

For more information contact the Academic Advisor or Counselor.

Personal Information: JMHS is required by law to provide to military and college recruiters the names, address, and phone numbers of junior and seniors. If you do not wish to have your personal information released, please contact the counseling office in writing.

Scheduling: Schedules are assigned through the counseling office. All scheduling changes will require a meeting with the student, parent(s)/guardian and an administrator. The administrator will make the final determination regarding the schedule change. The forms required to request a meeting can be obtained from the counseling office.

Withdrawals: In the event that a student must withdraw from school, a parent/guardian must notify the school office on or before the student's last day so a check out sheet can be given to the student. The student will check out with all of their teachers, counselor, and principal. All students are required to check out with their teachers and the office on the last day of school. Records/transcripts/diplomas will be held until the student is checked out and all bills, fines, etc. are paid in full.

DISCIPLINE

The Board of Education believes the effective student discipline is a prerequisite for sound educational practice and productive learning. The objectives of disciplining any student must be to help the student develop a positive attitude toward self-discipline and socially acceptable behavior, and to provide a safe and orderly learning environment for all students and staff.

The Board of Education, in accordance with state law, shall adopt a written student conduct and discipline code based upon the principle that every student is expected to follow accepted rules of conduct and to show respect for and to obey persons in authority. The code also shall emphasize that certain behavior, especially behavior that disrupts the classroom, is unacceptable and will result in disciplinary action. Out-of-school suspension will be used for more serious offenses and/or when deemed necessary by the suspending authority. Expulsion is removal from school for up to one calendar year, by the Board of Education, after recommendations by school administrators.

The School District shall enforce provisions of the code so that students demonstrating unacceptable behavior and their parents, guardians, or legal custodians understand that such behavior shall not be tolerated and shall be dealt with according to the code.

Board of Education-adopted policies and Board of Education-adopted regulations commencing with the letters "JK." in the file name shall be considered as constituting the discipline section of the legally required code.

Board policies and regulations commencing with the letters "JIC" shall constitute the conduct section of the code.

Discipline policies and procedures may include acts of reasonable and appropriate physical intervention for force in dealing with disruptive students, which are not in conflict with the legal definition of child abuse. An act of a teacher or other employee shall not be considered child abuse if the act was performed in good faith and in compliance with Board of Education policy and procedures. A teacher or any other School District personnel acting in good faith and in compliance with the discipline code adopted by the Board of Education shall be immune from civil liability unless the person is wrongfully acting willfully or wantonly. It is an affirmative defense in any criminal action that a person is acting in good faith and in compliance with the discipline code. The superintendent shall arrange to have the conduct and discipline code distributed once to each student in the elementary, middle, junior high and high school and once to each new student in the School District. Copies shall be posted in each school of the School District. In addition, any significant change in the code shall be distributed to each student and posted in each school.

To meet the educational needs of the students and to keep this student in school, a written plan will be prepared which establishes behavior goals and objectives and any other information deemed necessary. It will include the consequences in the event the student is disruptive in violation of the plan.

Discipline/Expectations

At John Mall High School, teachers utilize the *Code of Conduct/Student Expectations* to teach and model appropriate strategies that ensure a safe and productive learning environment. Behavior that infringes on the safety of any student is not tolerated. **(See Board Policy JK)**

Student behavior should not interfere with the ability of the teacher to teach effectively or the ability of other students to participate in classroom learning activities. A student who engages in classroom behavior prohibited by the *Code of Conduct* may be removed from class by a teacher and placed temporarily in an alternative setting. **(See Board Policy JKBA & JKBA-R)**

Students are to follow the expectations in the *Code of Conduct*. Students who take responsibility for doing their assigned work and meeting the school's behavioral expectations will maintain the privileges of all school activities.

Students violating those expectations will be dealt with on an individual basis. Consequences for classroom behavior will be the responsibility of the individual teacher. However, if a student continues to misbehave, after teacher intervention, the student will be referred to the office/principal. Any inappropriate acts considered to be against the law (weapons, assault, illegal drugs, etc.) will be reported to Law Enforcement in addition to disciplinary actions taken by the principal or administrative designee. **(See Board Policy KLG)**

Consequences for behavior referrals may be lunch detention, before or after-school detention, in-school suspension, or out-of-school suspension depending on the severity of the infraction. A report of the referral and consequence will be given to the parent/guardian. **(See Board Policy JKD/JKE, JKD/JKE-E & JKD/JKE-R)**

A principal or teacher may detain a student for disciplinary reasons or to complete school work after school hours, provided that the parent/guardian has been notified of the detention. Detention on any one day shall be limited to 60 minutes. If the detained student is a walker, a parent/guardian will be contacted upon his/her departure. **(See Board Policy JKB)**

Character Education

Huerfano School District Re-1 is committed to providing all students, staff, and visitors with a safe and civil school environment in which all members of the school community are treated with dignity and respect. The district, school, and community have an obligation to promote mutual respect, tolerance, and acceptance.

HSD Re-1, in partnership with community members, is dedicated to teaching students of our community about positive character traits that will help them succeed in society. "*Words to Live By*" is a community character education initiative that will be implemented in HSD Re-1 and throughout the Walsenburg community during the entire year (August-July). Each month will focus on one of the following traits: respect, responsibility, trustworthiness, caring, courtesy, perseverance, fairness, integrity, honesty, self-discipline, cooperation and courage.

Teacher Responsibilities:

Teachers and students will develop written rules and expectations for classroom conduct. Discipline begins in the classroom and continues campus wide. All staff members are charged with the responsibility of working to promote positive behaviors by:

Building a trusting relationship with students.

Employing effective methods of governing student conduct.

Communicating with parents at the beginning of a problem.

Contacting parents, as often as needed, to keep them informed and to elicit their cooperation.

Making referrals to the school principal when a more comprehensive approach is indicated.

Before or after school detention time will be supervised by teachers of students violating classroom rules. This will allow the student and teacher to work out conflict resolutions.

Principal Responsibilities:

The Principal will obtain the facts of student misconduct immediately after misconduct through conferences with students.

The Principal will send written notification to parents. Based on the evidence obtained, consequences may be assigned.

When after school detention or in-school suspension is assigned, the school will make every reasonable effort to inform parents/guardians of the detention or suspension before the beginning of the detention or suspension. Depending on the nature of the misconduct, the student may be referred to the RTI (Response to Intervention Team).

Student Responsibilities:

Students are responsible for their decisions and behavior. Be sure that you know what is expected as outlined here and by your teachers throughout the school year.

Students assigned detention are required to report to their supervising teacher or office at the assigned time and place. Students who fail to report for detention will be assigned to ISS/OSS the following day for refusing to follow school rules. Students will also forfeit eligibility for school co-curricular or athletic activities for the week and detention time is served.

Students assigned Out-of-School suspension for disciplinary infractions are not allowed on school property or at any school activities on or away from school campus during the term of the penalty.

When suspension or expulsion is assigned, a mandatory student/parent conference with the principal or his/her designee may be required before students can be readmitted to classes.

Students and parents may be required to sign a Student Behavior Contract, and students may be required to attend one or more follow-up conferences with school counselors.

Always remember that this is a place of learning and act accordingly.... If you are unsure about what that means...ask a friend or any adult on campus. We're all here to help you succeed!!!

Colorado School Safety Hotline - 1-877-542-SAFE (7233)

“Discrimination and Harassment” won’t be tolerated at John Mall. Consistent with school board policy, harassment, acts of bullying, hate, or discrimination based on race, color, religion, national origin, sex or a handicapping condition will not be tolerated at John Mall and will result in strong disciplinary action including suspension from school.

Bullying Prevention and Education (Policy JICDE):

A student who engages in any act of bullying is subject to appropriate disciplinary action including but not limited to suspension, expulsion and/or referral to law enforcement authorities. The severity and pattern, if any, of the bullying behavior shall be taken into consideration when disciplinary decisions are made.

The superintendent shall develop a comprehensive program to address bullying at all school levels. The program shall be aimed toward accomplishing the following goals:

1. To send a clear message to students, staff, parents and community members that bullying will not be tolerated.
2. To train staff and students in taking pro-active steps to prevent bullying from occurring.

3. To implement procedures for immediate intervention, investigation, and confrontation of students engaged in bullying behavior.
 4. To initiate efforts to change the behavior of students engaged in bullying behaviors through re-education on acceptable behavior, discussions, counseling, and appropriate negative consequences.
 5. To foster a productive partnership with parents and community members in order to help maintain a bully-free environment.
 6. To support victims of bullying by means of individual and peer counseling.
 7. To help develop peer support networks, social skills and confidence for all students.
 8. To recognize and praise positive, supportive behaviors of students toward one another on a regular basis.
- Students who feel they are being bullied or harassed need to report their concerns to the counselor or administration, so that the issue can be addressed as quickly and proactively as possible.

Dangerous Weapons in School (Policy JICD): The Board of Education determines that possession and/or use of a weapon by students is detrimental to the welfare and safety of the students and school personnel within the district.

Mandatory expulsion in accordance with state and federal law - Carrying, bringing, using or possessing a dangerous weapon on district property, when being transported in vehicles dispatched by the district or one of its schools, during a school-sponsored or district-sponsored activity or event, and off school property when the conduct has a reasonable connection to school or any district curricular or non-curricular event without the authorization of the school or the school district is prohibited. An exception to this policy may be made for students participating in an authorized extracurricular activity or team involving the use of firearms.

As used in this policy, "dangerous weapon" means:

- a. A firearm, whether loaded or unloaded, or a firearm facsimile that could reasonably be mistaken for an actual firearm.
- b. Any pellet, BB gun or other device, whether operational or not, designed to propel projectiles by spring action or compressed air.
- c. A fixed blade knife with a blade that measures longer than three inches in length or a spring loaded knife or a pocket knife with a blade longer than three and one-half inches.
- d. Any object, device, instrument, material, or substance, whether animate or inanimate, used or intended to be used to inflict death or serious bodily injury including, but not limited to slingshot, bludgeon, brass knuckles or artificial knuckles of any kind.

The principal shall initiate expulsion proceedings immediately for students who violate this policy. A student may, but need not be expelled for violating this policy, if as soon as possible upon discovering that he or she is in possession of the dangerous weapon, the student notifies and delivers the weapon to school officials.

In accordance with federal law, expulsion shall be for no less than one full calendar year for a student who is determined to have brought a fire arm to school in violation of this policy. The superintendent may modify the length of this federal requirement for expulsion on a case-by-case basis.

Local Restrictions

The Board of Education determines that extra precautions are important and necessary to provide for student safety. Therefore, the carrying, bringing, using or possession of any knife, regardless of the length of the blade, on district property, when being transported in vehicles dispatched by the district or one of its schools, during a school-sponsored activity or district-sponsored activity or event, and off school property when the conduct has a reasonable connection to school or any district curricular or non-curricular event without express authorization is prohibited. Students who violate this policy shall be referred for appropriate disciplinary proceedings.

The district shall maintain records which describe the circumstances involving expulsions of students who bring weapons to school including the name of the school, the number of students expelled and the types of weapons involved as required by law.

School personnel shall refer any student who brings a firearm or weapon to school without authorization of the school or the school district to law enforcement, as appropriate.

Dress Code (Policy JICA): Dress code will apply to all field trips and/or extracurricular activities. A safe and disciplined learning environment is essential to a quality educational program. District-wide standards on student attire are intended to help students concentrate on schoolwork, reduce discipline problems, and improve school order and safety. The Board recognizes that students have a right to express themselves through dress and personal appearance; however, students shall not wear apparel that is deemed disruptive or potentially disruptive to the classroom environment or to the maintenance of a safe and orderly school.

Any student deemed in violation of the dress code shall be required to change into appropriate clothing or make arrangements to have appropriate clothing brought to school immediately.

Unacceptable Items:

The following items are deemed disruptive to the classroom environment or to the maintenance of a safe and orderly school and are not acceptable in school buildings, on school grounds, or at school activities:

1. Shorts, dresses, skirts or other similar clothing shorter than mid-thigh length
2. Sunglasses and/or hats/hoodies worn inside the building. Students who wear hats to/from school are required to store hats in their lockers during the day.
3. Inappropriately sheer, tight or low-cut clothing (e.g., midriffs, halter tops, backless clothing, tube tops, garments made of fishnet, mesh or similar material, muscle tops, etc.) that bare or expose traditionally private parts of the body including, but not limited to, the belly, buttocks, back and breasts
4. Tank tops or other similar clothing with straps narrower than 1.5 inches in width
5. Any clothing, paraphernalia, grooming, jewelry, hair coloring, accessories, or body adornments that are or contain any advertisement, symbols, words, slogans, patches, or pictures that:
 - Refer to drugs, tobacco, alcohol, or weapons
 - Are of a sexual nature
 - By virtue of color, arrangement, trademark, or other attribute denote membership in gangs which advocate drug use, violence, or disruptive behavior
 - Are obscene, profane, vulgar, lewd, or legally libelous
 - Threaten the safety or welfare of any person
 - Promote any activity prohibited by the student code of conduct
 - Otherwise disrupt the teaching-learning process

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.

Building principals, in conjunction with the school accountability committee, may develop and adopt school-specific dress codes that are consistent with this policy.

Drug and Alcohol Use by Students (Policy JICH): Huerfano School District Re-1 shall promote a healthy environment for students by providing education, support and decision-making skills in regard to alcohol, drugs and other controlled substances and their abuse. In order to accomplish this goal, a cooperative effort must be made among the schools, parents/guardians, community and its agencies.

It shall be a violation of Board policy and considered to be behavior which is detrimental to the welfare or safety of other students or school personnel for any student to possess, use, sell, distribute or procure or to be

under the influence of alcohol, drugs or other controlled substances. The unlawful possession or use of alcohol or controlled substances is wrong and harmful to students.

For purposes of this policy, controlled substances include but are not limited to narcotic drugs, hallucinogenic or mind-altering drugs or substances, amphetamines, barbiturates, stimulants, depressants, marijuana, anabolic steroids, any other controlled substances as defined in law, or any prescription or nonprescription drug, medicine, vitamin or other chemical substances not taken in accordance with the Board policy and regulations on administering medicines to students.

This policy also includes substances that are represented by or to the student to be any such controlled substance or what the student believes to be any such substance.

This policy shall apply to any student who is on school property, in attendance at school, in a school vehicle or taking part in any school sponsored or sanctioned activity or whose conduct at any time or place interferes with the operations of the district or the safety or welfare of the student, other students, or employees.

Students violating this policy shall be subject to disciplinary sanctions which may include suspension and/or expulsion from school and referral for prosecution.

Expulsion shall be mandatory for sale or distribution of drugs or other controlled substances.

Situations in which a student seeks counseling or information from a professional staff member for the purpose of overcoming substance abuse shall be handled on an individual basis depending upon the nature and particulars of the case. When appropriate, parents shall be involved and every effort made to direct the substance abuser to sources of help.

The Board, in recognition that drug and alcohol abuse is a community problem, shall cooperate actively with law enforcement, social services or other agencies and organizations, parents and any other recognized community resources committed to reducing the incidents of illegal use of drugs and alcohol by school-aged youths.

Whenever possible in dealing with student problems associated with drug and alcohol abuse, school personnel shall provide parents/guardians and students with information concerning education and rehabilitation programs which are available.

Information provided to students and/or parents about community substance abuse treatment programs or other resources shall be accompanied by a disclaimer to clarify that the school district assumes no financial responsibility for the expense of drug or alcohol assessment or treatment provided by other agencies or groups unless otherwise required.

The district shall provide all students and parents/guardians with a copy of this policy and its accompanying procedures on an annual basis.

The Board shall conduct a periodic review of its drug prevention program to determine its effectiveness, to implement any required changes and to ensure that the disciplinary sanctions required are consistently enforced. In accordance with the accompanying policy, the following procedures are established for disciplining students for alcohol-or drug-related misconduct.

Use

1. When a student is suspected of use, the person having the Suspicions should notify the principal or his designee. Notification must include reasons for such suspicion (observed use, unusual behavior, etc.). The principal or his designee will conduct a check of the suspected student and collect data. This action must comply with the Board policy on interrogations and searches. Students are never to be left unattended.

A. If information is not sufficient to warrant further action, the principal or his designee may have a personal conference with the student expressing awareness and concern.

B. If information warrants, the parent/guardian will be requested to attend a conference at school. The conference may include sharing the data collected, explaining consequences of involvement with drugs/alcohol, developing a plan of action, and offering the parent or guardian general information and resources related to substance abuse.

2. When necessary, emergency health and safety care will be provided and any procedural or disciplinary issues postponed until the student's immediate needs are treated. While waiting for the parent/guardian or further medical aid, the student will not be left alone but placed in a quiet situation where he will remain under observation.

Possession

Students who possess alcohol, drugs, other controlled substances or drug-containing paraphernalia in violation of Board policy will be handled in the following manner:

1. A staff member who comes in contact with evidence and/or contraband must notify the principal or his designee immediately.
2. A staff member who has reasonable cause to believe that a student possesses alcohol, any controlled substance or drug-containing or drug-related paraphernalia in violation of Board policy will request that the student accompany him to the principal or designee. If the student refuses, the staff member will notify the principal or designee immediately.
3. The principal or designee will attempt to obtain evidence by requesting it directly from the student or through search procedures as outlined in Board policy.
4. The principal or designee will place any evidence in an envelope or alternative container as necessary which will be sealed, dated and initialed by the individual who originally obtained the materials and by the principal or designee. The evidence then will be placed in the school safe.
5. The principal or designee will call appropriate law enforcement officials in each instance of possession or sale of controlled substances by a student. A mutual decision will be made as to retention of the contraband by the school or testing by the authorities.
6. When there is evidence of a student possessing illegal drugs, the student will be suspended and his parent/guardian notified.

First Offense for Use and/or Possession

1. The student will receive three days out-of-school suspension, and a parent/guardian conference will be scheduled prior to re-admittance.
2. Parent/guardian and student will be provided information concerning voluntary drug and alcohol treatment programs.
3. The student may elect to participate in a voluntary drug/alcohol abuse-counseling program with attendance verification submitted to the school administration. Upon choice of this option, the student will be readmitted. If counseling is not elected, the student may be suspended from school for an additional five days by the superintendent. The student and his parent/guardian must attend a readmission conference during the suspension. At the end of the five days, the student will be readmitted. .
4. The principal or designee will attempt to develop with the parent/guardian and the student a procedure that will outline the responsibilities of the parent/guardian, the student and the school in an effort to keep any further offenses from occurring.

Second Offense for Use and/or Possession

1. The student will be suspended from school for five days.
2. Information concerning voluntary drug or alcohol treatment programs will be given to the student and his parent/guardian. The principal or designee will require evidence of the student's enrollment and/or participation in a voluntary program prior to the student's re-admittance to school.
3. Appropriate law enforcement officials will be notified.

Third Offense for Use and/or Possession

The student will be recommended for expulsion.

Distribution

Students, who sell, give or exchange alcohol, drugs, other controlled substances or drug-containing or drug-related paraphernalia in violation of Board policy will be handled in the following manner:

1. If any employee witnesses an act in which alcohol, drugs, other controlled substances or drug-containing or drug-related paraphernalia are being transferred from one student to another, the staff member will immediately attempt to detain the student and request that the student accompany the staff member to the principal or designee. If the student refuses, the staff member will notify the principal or his designee immediately.
2. The principal or designee will attempt to obtain evidence by requesting it directly from the student or through search procedures accordance with Board policy.
3. Any student, who distributes, trades, exchanges or sells controlled substances, will be expelled. These procedures will supplement and complement authority conferred elsewhere by Board policy and will not be deemed to limit or suspend such other authority.

Grounds for Expulsion (Policy JKD/JKE-E): According to Colorado Revised Statutes 22-33-106 (1) (a-e) and 3 (e) and 22-12-105 (3), the following shall be grounds for suspension or expulsion from a public school:

1. Continued willful disobedience or open and persistent defiance of proper authority.
2. Willful destruction or defacing of school property.
3. Behavior on or off school property which is detrimental to the welfare or safety of other pupils or of school personnel including behavior which creates a threat of physical harm to the child or other children.
4. Declaration as a habitually disruptive student for which expulsion shall be mandatory.
 - a. For purposes of this paragraph, “habitually disruptive student” means a child who has been suspended pursuant to paragraph (1), (2), (3), or (5) of this exhibit three times during the course of the school year for causing a material and substantial disruption in the classroom, on school grounds, in school vehicles or at school activities or events because of behavior that was initiated, willful and overt on the part of the child. Any student who is enrolled in a public school may be subject to being declared a habitually disruptive student.
 - b. The student and the parent, legal guardian, or legal custodian shall have been notified in writing of each suspension counted toward declaring the student as habitually disruptive and the student and parent, legal guardian, or legal custodian shall have been notified in writing and by telephone or other means at the home or the place of employment of the parent or legal guardian of the definition of “habitually disruptive student” and the mandatory expulsion of such students.
5. Serious violations in a school building or in or on school property for which suspension or expulsion shall be mandatory.

Expulsion is mandatory for:

- a. the sale of a drug or controlled substance as defined in C.R.S. 12-22-303.
- b. the commission of an act which if committed by an adult would be robbery pursuant to Part 3, Article 4, Title 18, C.R.S. or assault pursuant to Part 2, Article 3, Title 18, C.R.S. other than the commission of an act that would be third degree assault under C.R.S. 18-3-204 if committed by an adult.
- c. the carrying, bringing, using or possessing a dangerous weapon without the authorization of the school or school district, except that if a student discovers that he or she has carried, brought or is in possession of a dangerous weapon and the student notifies a teacher, administrator or other authorized person in the school district, and as soon as possible delivers the dangerous weapon to that person, expulsion shall not be mandatory.

As used in paragraph c, “dangerous weapon” means:

- 1) A firearm, whether loaded or unloaded, or a firearm facsimile that could reasonably be mistaken for an actual firearm.
- 2) Any pellet or BB gun or other device, whether operational or not, designed to propel projectiles by spring action or compressed air.
- 3) A fixed blade knife with a blade that measures longer than three inches in length or a spring loaded knife or a pocket knife with a blade longer than three and one-half inches.

- 4) Any object, device, instrument, material, or substance, whether animate or inanimate, used or intended to be used to inflict death or serious bodily injury.
6. Repeated interference with a school's ability to provide educational opportunities to other students.
7. Failure to comply with the provisions of Part 9, Article 4, Title 25, C.R.S. (immunization requirements). Any suspension, expulsion or denial of admission for such failure to comply shall not be recorded as a disciplinary action but may be recorded with the student's immunization record with an appropriate explanation.
8. Making a false accusation of criminal activity against a district employee to law enforcement or to the district.

According to C.R.S. 22-33-106 (2), subject to the district's responsibilities under the Exceptional Children's Education Act (see policy JK*-2, Discipline of Students with Disabilities), the following shall be grounds for expulsion from or denial of admission to a public school or diversion to an appropriate alternate program:

1. Physical or mental disability such that the child cannot reasonably benefit from the programs available.
2. Physical or mental disability or disease causing the attendance of the child suffering there from to be detrimental to the welfare of other students.

Graffiti: Graffiti is costly to the school district and to the taxpayers and will be dealt with harshly. The Department of Motor Vehicle Division will revoke the license of any person convicted of 18-4-509 (2) CRS, dated July 1, 1999, defacing public or private property (graffiti.) The period of revocation begins when the court makes Motor Vehicles gives notice of the revocation date and conviction. The revocation is ordered for a period of six months. The reinstatement requirements for the revocation are the payment of the \$40.00 reinstatement fee and the driver must show they are covered by an automobile liability insurance policy.

Public Display of Affection: Students are permitted to hold hands but no other display of affection will be tolerated. Students displaying inappropriate affection will be referred to the principal. If students continue to display inappropriate behavior, the parent(s)/guardian will be contacted and a meeting will be schedule between the students, parents(s)/guardian and administrator. If the behavior continues after the meeting the student may be suspended.

Skateboards, Skates, Skate Shoes, Etc.: For the safety of our students, skateboarding and the use of similar items is prohibited on school grounds. Consequences may include detention to suspension and/or confiscation.

Regulations for Smoking and Possession of Tobacco Products: This includes Vapor Pens. State law prohibits smoking anywhere on school grounds. All buildings and grounds of the Huerfano School District have been declared "SMOKE FREE" and, therefore, smoking by anyone in such facilities, or on such grounds, is prohibited. All members of the community are expected to follow this norm.

In lieu of immediate suspension for policy violation, we have implemented a progressive discipline program in the effort to keep students in school. Law enforcement will be contacted and Parent/Principal meeting will be scheduled to implement the plan of action to be taken.

School District Code of Conduct (Policies JICDA Code of Conduct): The principal may suspend or recommend expulsion of a student who engages in one or more of the following activities while in school buildings, on district property, when being transported in vehicles dispatched by the district or one of its schools, during a school-sponsored or district-sponsored activity or event and off of school property when the conduct has a reasonable connection to school or any district curricular or non-curricular event.

1. Causing or attempting to cause damage to school property or stealing or attempting to steal school property of value.
2. Causing or attempting to cause damage to private property or stealing or attempting to steal private property.

3. Commission of any act which if committed by an adult would be robbery or assault as defined by state law. Expulsion shall be mandatory in accordance with state law except for commission of third degree assault.
4. Violation of criminal law which has an immediate effect on the school or on the general safety or welfare of the students or staff.
5. Violation of district policy or building regulations.
6. Violation of the district's policy on dangerous weapons in the schools. Expulsion shall be mandatory for carrying, bringing, using or possessing a dangerous weapon without the authorization of the school or school district, unless the student has delivered the firearm or weapon to a teacher, administrator or other authorized person in the district as soon as possible upon discovering it, in accordance with state law.
7. Violation of the district's alcohol use/drug abuse policy. Expulsion shall be mandatory for sale of drugs or controlled substances, in accordance with state law.
8. Violation of the district's violent and aggressive behavior policy.
9. Violation of the district's tobacco-free schools policy.
10. Violation of the district's policy on sexual harassment.
11. Violation of the district's policy on discrimination by engaging in any unwelcome, hostile and offensive verbal, written or physical conduct based on or directed at a person's race, color, national origin, religion, sex, age, or disability that: (1) results in physical, emotional or mental harm, or damage to property; (2) is so severe, persistent, or pervasive that it creates an intimidating, hostile or threatening environment ; or (3) substantially disrupts the orderly operation of the school.
12. Throwing objects, unless part of a supervised school activity, that can cause bodily injury or damage property.
13. Directing profanity, vulgar language or obscene gestures toward other students, school personnel or visitors to the school.
14. Engaging in verbal abuse, i.e., name calling, ethnic or racial slurs, or derogatory statements addressed publicly to others that precipitate disruption of the school program or incite violence.
15. Committing extortion, coercion or blackmail, i.e., obtaining money or other objects of value from an unwilling person or forcing an individual to act through the use of force or threat of force.
16. Lying or giving false information, either verbally or in writing, to a school employee.
17. Scholastic dishonesty which includes but is not limited to cheating on a test, plagiarism or unauthorized collaboration with another person in preparing written work.
18. Willful disobedience or open defiance of proper authority including deliberate refusal to obey a member of the school staff.
19. Behavior on or off school property which is detrimental to the welfare or safety of the student, other students or school personnel.
20. Interference with the school's ability to provide educational opportunities to other students.
21. Engaging in "hazing" activities, i.e., forcing prolonged physical activity, forcing excessive consumption of any substance, forcing prolonged deprivation of sleep, food, or drink, or any other behavior which recklessly endangers the health or safety of an individual for purposes of initiation into any student group.
22. Violation of the district's dress code policy.
23. Violation of the district's policy on student expression.
24. Making a false accusation of criminal activity against a district employee to law enforcement or to the district.

EXTRA-CURRICULAR

Students may participate in high school athletics providing they meet the eligibility requirements set forth by the Colorado High School Activities Association (CHSAA) and John Mall High School.

Athletics: Baseball, Boy's Basketball, Girl's Basketball, Boys and Girls Cross Country, Football, Boys Golf, Boy's Track, Girl's Track, Volleyball and Wrestling

Among the Clubs/activities offered are: Student Council, National Honor Society, FBLA, Yearbook, Newspaper, Science Club, Teen Court, MESA, Outdoor Ed. /Ski Club, Band, Choir, Drama.

Academic Eligibility for ALL Activities: The academic eligibility policy's purpose is to encourage better attitudes towards learning and better performance in the academic program by student-PARTICIPANTS / ATHLETES. The policy attempts to meet the needs of the individual students as much as possible and always meets the minimum requirements of the policies of the Colorado High School Activities Association.

Student-PARTICIPANTS / ATHLETES may be ineligible from specified activities for failure to maintain the eligibility standards in specific eligibility categories as established by the School Board. Ineligibility will result in the following:

Any student that is ineligible will not be permitted to participate in any competitive activity governed by the Colorado High School Activities Association (i.e. drama, speech, etc.).

If curricular or extra-curricular activities require students to miss class in order to participate in the activity, ineligible students will not be allowed to participate.

Any athlete ineligible in Activities / Athletics cannot participate in marching/pep band if the band will be performing during an Activity / Athletic event.

Academic Eligibility: High school academic eligibility is determined in reference to the student-athlete's cumulative semester grade.

Weekly Eligibility: A list of students with cumulative failing grades will be distributed to the Activity / Athletic Director and sponsors/coaches each Monday morning. Student-PARTICIPANTS / ATHLETES with one or more F's will be ineligible for Activity / Athletic participation during that week. If, on the following Monday, the student-athlete is no longer receiving one or more F's, then he/she will be eligible for participation during the following week.

Semester Eligibility: A list of students who have failed two or more classes in a semester will be given to the Activity / Athletic Director at the end of each semester. Students who are on that list are ineligible until the CHSAA date to regain eligibility. Please refer to the CHSAA calendar for specific dates of regaining eligibility.

No ineligible student may clear an ineligibility in order to participate during the week in which they have been declared ineligible unless an error in the recording of grades or something similar is discovered. Students who are ineligible are not permitted to travel with the team unless there is no interruption of class time.

Eligibility: High School students who participate in extra-curricular activities are eligible according to CHSAA Handbook rules and all participants are provided copies. If a participant has two F's for a semester's grades, they cannot participate for a nine week period in any activity. Athletes must be enrolled in a minimum of five classes in order to participate in any activity and **must be present at school for a full school day immediately preceding the athletic event.** Students who are absent from school due to illness during the four periods prior

to a practice or activity are not eligible for participation for that day. Classes which involve being off campus such as internships and college courses are counted as part of the attendance at school. Prior to participation in any practice or activity the following forms must be on file with the Athletic Director: parent permission forms, current physical examination statement, emergency card, and proof of insurance.

NCAA College Freshman Eligibility Requirements: If one of your goals is to play athletics in a Division I or Division II college or university, it is very important that you begin academic planning as early as possible. Please talk to your academic advisor or visit the website www.ncaaclearinghouse.net.

Fees: High school activities participants are required to pay an annual fee of \$55 for 1-2 sports and additional \$25 for 3rd sport. These fees must be paid before a student can participate in a contest. Students who have outstanding bills cannot participate in athletics or activities until bills are paid in full. Any student who pays the fee, completes a free physical, completes all required school and CHSAA registration paperwork will receive a card that will allow them free into all JMHS activities.

Additional Fees: May be required for certain lab supplies, foods classes, music rental.

High School Family/Individual Athletic Passes can be purchased at the High School Office and can be used at all regular home games. Family passes (4 or more in the family) are \$80.00, and individual passes are \$30.00. Senior Citizens 60 years or older can pick up complimentary passes from the JMHS Office.

Insurance: Students can purchase accident and/or illness insurance thru the school district. Enrollment forms are available in each school office. Students do not have to be participating in sports to purchase insurance. If an athlete does not have insurance coverage they will be required to purchase the 24-hour policy and/or football coverage. Football insurance covers the student only for the duration of football season. Additional insurance will be required for other sport coverage. Information on the Colorado Health Care plan is also available.

Parent-Teacher Conferences

Fall Parent-Teacher conferences for 9th grade through 12th grade will be held from 2:30 PM to 7:00 PM on **Thursday, October 15, 2015.**

Spring Parent-Teacher conferences for 9th grade through 12th grade will be held from 2:30 PM to 7:00 PM on **Thursday, February 11, 2016 Optional for Struggling Students TBD**
Thursday, March 31, 2016.

All parents are encouraged to attend these meetings to gain better insight on their child's progress and to maintain an open line of communication with the school. Parents will receive notification of date and time prior to each conference. **(See Board Policy IKACA)**

GENERAL INFORMATION

Students and Staff Hold High Expectations for Behavior!!!

Rules of Conduct on School Buses:

Passengers shall be at the pick-up point on time.

Passengers shall go to their seats without crowding or pushing and shall remain seated while the bus is in motion.

The bus driver may assign seats.

Passengers shall not extend arms, legs, or head out of the bus windows.

Passengers must not mar or deface the bus or its equipment, no violence or vandalism.

Passengers may not open the bus windows or emergency doors except by the direction of the bus driver.

Students will keep books, lunch boxes, and other items out of the aisles.

Passengers will leave the bus in an orderly manner.

All students who come to school by bus are to return to their homes by bus unless the school is notified otherwise.

Students will only be left off the bus at the school or designated stops.

Care of School Property by Students: It is an expectation of all students that they will pick-up after themselves. Custodial staff is responsible for deep cleaning and maintenance of the school buildings and grounds. Students will be asked to put their chairs up at the end of the day and make sure their work areas are clean. Public school buildings and grounds are financed by the community and must be cared for accordingly. We are making every effort to keep our school in top condition for student learning. Students damaging school property shall be billed for the actual cost of repair or replacement.

Technology/Computers

Student use of the Internet and electronic communications (e-mail, chat room, etc.) is a privilege, not a right. Students shall use district computers in a reasonable, efficient, ethical and legal manner. Students shall take responsibility for their own use of district computers to avoid contact with material or information that may be inappropriate or harmful to minors.

Students and staff shall have no exception of privacy when using district technology. Technology shall be used only for approved educational purposes. Students must use appropriate language in all messages. Students are expected to use the system following guidelines approved by the administration. Any computer application or information in district computer systems is subject to monitoring by the staff and/or administration. The school retains the right to duplicate any information created by students in a computer system. Students who violate rules relating to computer use are subject to disciplinary action.

Students and parents/guardians shall be required to sign the district's *Annual Acceptable Use Agreement & Publishing of Student Work* before Internet or electronic communications accounts shall be issued or access shall be allowed. **(See Board Policy JS, JS-E & JS-E1)**

Student Use of Electronic Communication Devices (JICJ)

The Board of Education recognizes that electronic communication devices can play a vital communication role during emergency situations. However, ordinary use of electronic communication devices in school situations that disrupts and interferes with the educational process is not acceptable. The use of electronic communication devices during the school day will be set by the individual schools. For the purposes of this policy, "electronic communication devices" include cell phones, beepers, pagers, walkie-talkies, and any other telecommunications device that emits an audible signal, vibrates, displays a message, or otherwise summons or delivers a communication to the possessor (e.g., Blackberry, Smart phones, etc.).

Electronic communication devices with cameras are prohibited in locker rooms, bathrooms, or other locations where such operation may violate the privacy rights of another person.

It is the student's responsibility to ensure that the device is turned off and out of sight during unauthorized times. Violation of this policy and/or use that violates any other district policy shall result in disciplinary measures and confiscation of the electronic communication device. Confiscated devices shall be returned to the student only after a conference with the parent/guardian, student and school personnel. The building principal or designee may also refer the matter to law enforcement, as appropriate.

The district shall not be responsible for loss, theft or destruction of electronic communication devices brought onto school property.

Adopted: August 9, 2005

Revised: March 23, 2010

CROSS REFS. JIC and sub codes, Student Conduct
JIH, Student Interrogations, Searches and Arrests
JK and sub codes, Student Discipline

Electronic Devices: Students may bring electronic equipment into the school building with permission of the classroom teacher and the school administration. However, ordinary use of electronic communication devices in school situations that disrupts and interferes with the educational process is not acceptable. It is the student's responsibility to ensure that the device is turned off and out of sight during unauthorized times. Violation of this policy and/or use that violates any other district policy shall result in disciplinary measures and confiscation of the electronic device. Confiscated devices shall be returned to the student only after a conference with the parent/guardian, student and school personnel. If a student refuses to turn over an electronic device to a teacher or other school personnel, it will be considered an act of defiance which will result in out of school suspension.

Electronic communication devices with cameras are prohibited in locker rooms, bathrooms, or other locations where such operation may violate the privacy rights of another person.

The building principal or designee may also refer the matter to law enforcement, as appropriate.

The district shall not be responsible for loss, theft or destruction of electronic communication devices brought onto school property.

Cell phones will be allowed with teacher permission and in Emergency situations. Students needing to contact family members may be also be allowed to use the public phone in the office.

Unnecessary Items

Unnecessary items brought from home tend to hinder the learning process. Anything that may cause bodily harm to students should not be brought to school. Expensive items and items such as knives, lighters, skateboards, radios, MP3 & digital music players, cameras, electronic games, toys, cards, laser pointers, etc. are to be left at home. The school district shall not be responsible for loss, theft, or destruction of unnecessary items or electronic devices brought onto school property.

Closed Campus: The School district operates on a closed campus system. Seniors may be given permission to leave campus at lunch by Board of Education action.

Dances: John Mall High School dances are open only to high school students. On special occasions a guest can be signed up to attend our dances and the Principal must approve the guest. It is the responsibility of the student to register and obtain prior approval for a guest. Persons who are not enrolled as a student at John Mall and are 20 years old or older cannot attend John Mall dances. Students who are under suspension, expulsion, temporary removed from classes or are on behavioral probation are not allowed to attend school dances or other school functions. Students must be academically eligible to attend dances (Upon approval of the Principal this requirement may be suspended for Prom). The dress code recommendation made and approved by the sponsoring body and administration is to be followed. The amount to be spent on Prom is limited to \$2,000.00.

End of Year Clearance: Schools expect students to attend school for the entire school calendar. Parent/student request for early dismissal near the end of the school year will necessitate a student/parent conference with the principal one week prior to the student's leaving day. Once approved by principal, the student will have to make arrangements with individual teachers in regards to final exams.

NOTE: Failure to follow the above procedures will forfeit the student's request for absence and all make-up privileges.

Food Service: Students are offered lunch and breakfast programs. Parent/Guardian and/or student are to deposit money for breakfast and lunch into their account in the office. Another option for lunch is the ala Carte menu.

Visitors

All visitors are required to check into the office upon entering the school. A visitor's pass will be provided and must be worn in a visible manner. Visitors are required to sign in and out at the John Mall High School office. (See Board Policy KI)

Fines: All textbooks and/or equipment will be checked in and out by the classroom teacher on a school provided form. Lost or damaged books will be assessed a fine at the time they are checked in. All students are expected to pay for lost or damaged books according to the textbook damage schedule.

Fire Drills: Fire drills are conducted regularly in accordance with the state fire laws. Detailed instructions to the assigned exits are posted in the classrooms. The students will leave the room and proceed quickly to the designated area.

Lockdown Drills: Lockdown drills are conducted as safety precautions. Staff follows prescribed procedures in order to help students become familiar with the process in case of a crisis.

Lockers: Lockers will be assigned to each student. Lockers should be kept locked and used only by the assigned student. The physical education instructor will furnish locks for PE lockers. Lost locks will be paid for by students at a fine of \$8.00. Because lockers are school owned property loaned to the student, the school reserves the right to inspect lockers at any time for any reason.

Lost and Found: The lost and found department is located in the secretary's office. Inquiries should be made promptly. Unclaimed articles will be disposed of at the end of each quarter.

Messages and Deliveries: If items are delivered to a student at school, it is the responsibility of the student to pick up the items at the office during passing periods or after school. Classes will not be interrupted to notify the student of the delivery. Students will not be called out of class for telephone calls but emergency messages will be relayed to students as soon as possible.

Student Leaving the Building: After a parent or guardian has given permission for the student to be released, the student will be given a slip by a member of the Office Staff. Students leaving the building without permission and the proper paper work will be considered truant. Students may only be released to adults listed on their Emergency Card as written by parents. The designated person must come to the office to pick up the student and should be prepared to show a picture. The principal will handle emergency situations. Students are required to sign out at the office when they leave and sign in upon their return to the school building.

Permission for participation in field trips, extracurricular activities, or prearranged absences requires that "Student Notification of Absence Permit" and/or "Bus/Travel Permit to Attend Event" forms must be completed and signed by all teachers and parent/guardian 48 hours prior to the activity

School Events: Students are required to travel with the school group or team. The students cannot be released to anyone other than parent(s)/guardian after the activity. Permission to ride home with parent(s)/guardian must be in writing and approved by the principal or assistant principal prior to departure.

Severe Weather Information

In the event of weather necessitating the closing of school, listen to stations KSPK 102.3 FM, KOAA TV Channel 5, and KRDO TV Channel 13 or check with the district website at www.huerfano.k12.co.us (See Board Policy EBCE)

Speeches: All speeches for homecoming and graduation must be approved by administration.

TELEPHONE USAGE: The office telephones are for student use only in case of illness or other emergency.

VISITORS: All visitors are required to check into the office upon entering the school. A visitor's pass will be provided and must be worn in a visible manner. These guidelines are for the safety of our students, staff members, and the visitor. Visitors are required to sign in and out at the school office.

*Students may not bring guests, including their children, to school during the school day.

HEALTH

Illness: If a student becomes ill or is injured that student is to be taken to the school office immediately. If transporting the student is determined to be a risk, an administrator is to be called for immediately. The school office is responsible for notifying emergency services and the parents/guardian.

If it becomes necessary for a student to take medication (over the counter or prescription), the student is required to have written instructions from a doctor and from a parent or guardian on file in the school office. Permission forms are available from the high school office. School personnel cannot provide students with aspirin or any other medication. It is against the law for students to give any medication, over the counter or prescription, to another student.

Immunizations: If a student's certificate of immunizations is not up-to-date, parent/guardian have 14 days to show documentation that the net required immunization has been given and complete a written plan for completion of all additional required immunizations. In order to prevent your child from being suspended from

school, it is important that he/she have an updated immunization record on file. If you would like to obtain a personal, religious, or medical exemption, the back of the Certificate of Immunization must be signed and dated by the parent, guardian, or physician. You may contact your local physician or the local health department if you have any questions in regards to your child's immunization record

Wellness Policy (ADF): The Board encourages healthy schools, student wellness, good nutrition, and regular physical activity as part of the total learning environment. The Food Services Director shall monitor the implementation of this policy, evaluate the District's progress on this policy's goals and shall render annual reports to the board detailing all schools' compliance with this policy. JMHS, in support of this policy, does not allow students to bring or drink sodas on campus except on occasions which are pre-approved by the Principal. We have also made a commitment to provide at least 50% healthy foods at all events and for purchase at the Student Store.

Appeal Process: Student Concerns, Complaints and Grievances (Policy-JII): Decisions made by school personnel, which students believe are unfair or in violation of pertinent Board policies or individual school rules may be appealed to the principal or a designated representative or by following the specific appeal process created for particular complaints.

Discrimination Policy: Huerfano School District Re-1 does not discriminate on the basis of disability, race, color, religion, sex, national origin or age in access to employment in, or provision of any of Huerfano School District Re-1's programs, benefits, or activities.

SECTION 504/ADA/HARASSMENT/OTHER

Grievance Procedures:

In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1973, Section 504 of the Rehabilitation Act of 1973. John Mall High School does not unlawfully discriminate on the basis of sex, race, color, national origin, or handicap in admissions, or access to or treatment, or employment in, educational programs or activities, which it operates.

It is the intent of John Mall High School to comply with both the letter and spirit of the law in making certain discrimination does not exist in its policies, regulations, and operations. Grievance procedures, for Title IX and Section 504, have been established for students, their parents and employees who feel discrimination has been shown.

Specific complaints of alleged discrimination under 504 (Handicap) and specific complaints of alleged discrimination under Title IX (sex) should be referred in the following manner:

If a student feels that he/she has been discriminated against on the basis of sex, race, color, national origin, or handicap in admissions, or access to, or treatment, or employment in, educational programs or activities which operate, follow this procedure:

1. To insure a rapid and fair disposition, file a complaint immediately in writing to the Principal.
2. If not satisfied with decision of Principal, the Superintendent of Schools has been designated by the Board of Education to receive inquiries concerning the application of Title IX of the Educational Amendments of 1972 (sex discrimination) and Section 504 (handicap). Specific complaints of alleged discrimination under Title IX and Section 504 shall be referred to:

Superintendent of Schools
Huerfano School District Re-1
611 West Seventh Street
Walsenburg, Colorado 81089
Telephone: (719) 738-1520

If still not satisfied, complaints may also be filed with the Office for Civil Rights, U.S. Department of Education, 1961 Stout Street, Denver, Colorado 80194.

School Board Policies

The Huerfano School District Re-1 School Board Policies can be accessed on the School District's website main page at <http://huerfano.k12.co.us> Click on the "School Board Information" and then click on the "Board Policies" link. If you do not have a computer, one will be provided for you to use at any school in the district. The School District can print the particular copy/copies at a cost of .25 cents per page upon your written request.

Policies that have been referenced in the Peakview School Handbook are:

- Handbooks and Directives (Policy CHCA)**
- School Closings & Cancellations (Policy EBCE)**
- Safety Drills & Crisis Management (Policy EBCB & KDE)**
- Admission and Denial of Admission (Policy JF, JF-E & JF-R)**
- Immunization of Students (Policy JLCB & JLCB-R)**
- Student Absences and Excuses (Policy JH)**
- Truancy (Policy JHB)**
- Student Fees, Fines and Charges (Policy JQ)**
- Food Services, Free and Reduced-Price Food Services (Policy EF, EFC & EFC-R)**
- Insurance Programs (Policy JLA)**
- Report Cards/Progress Reports (Policy IKAB)**

Parent Conferences (Policy IKACA)
Student Insurance Program (Policy JLA-E)
Student Conduct (Policy JIC)
Code of Conduct (Policy JICD & JICDA)
Student Discipline (Policy JK)
Disciplinary Removal from Classroom (Policy JKBA & JKBA-R)
Detention of Students (Policy JKB)
Suspension/Expulsion of Students (Policy JKD/JKE, JKD/JKE-E & JKD/JKE-R)
Student Dress Code (Policy JICA)
Care of School Property by Students (Policy JICB)
Student Conduct on Buses (Policy JICC & JICC-R)
Violent and Aggressive Behavior (Policy JICDD)
Bullying Prevention and Education (Policy JICDE)
Sexual Harassment (Policy JBB)
Secret Societies/Gang Activity (Policy JICF & JICF-R)
Drug and Alcohol Use by Students (Policy JICH & JICH-R)
Administering Medicines to Students (policy JLCD)
Weapons in School (Policy JICI)
Law Enforcement/Relations with State Agencies (Policy KLG)
Student Use of Electronic Communication Devices (Policy JICJ)
Student Use of the Internet and Electronic Communications (Policy JS, JS-E & JS-E1)
Visitors to School (Policy KI)
Public Concerns and Complaints (Policy KE)

Questions & Concerns

Should you have questions or problems concerning the school, the teacher, or an individual at the school, please first see the individual and try to get the matter resolved. If you are still not satisfied, request to see the principal, followed by a request to see the superintendent of schools, and finally a request to meet with the school board as a body. Most matters will find adequate resolution at the teacher or principal level and all patrons are encouraged to follow this procedure. **(See Board Policy KE)**

* The contents of this handbook conform to district-wide policies and regulations. The Huerfano School District Re-1 Board has reviewed and approved this handbook and its contents on August 12, 2014. A copy of this handbook is on file at the district administration office and at the John Mall High School office.
(See Board Policy CHCA)

John Mall High School Parent Permission Slip for 2015-2016 School Year

I give my child permission to:

- Walk from John Mall JH-HS to locations within the town of Walsenburg with teacher/staff supervision such as the Spanish Peaks Library, Huerfano Community Complex, Baseball Fields, etc. for classroom assignments during the school day.
- To ride the school bus on field trips within Huerfano County. This would include trips to the Fox Theatre, Lathrop State Park, Spanish Peaks Regional Health Center.

Student/Parent Handbook Verification

My signature verifies that I have received a copy of the John Mall JH-HS Handbook. I have read it carefully, understand its contents, and agree to abide by its provisions.

Print Student Name _____

Student Signature _____ Date _____

Parent Signature _____ Date _____

Please detach this form when signed and return to the office.