



***“Home of the FARMERS”***

**Student Handbook 2022-2023**

<p>Sargent School District 7090 N. Road 2 E. Monte Vista, CO 81144</p>	<p>Superintendent: (710) 852-4023 Elementary School: (719)852-4024 Jr. / Sr. High School: (719)852-4025</p>
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***Sargent School District:***

**Mission:** *To inspire students to care more, learn more, and experience more in a safe and engaging learning environment.*

**Vision:** *Dig deeper by placing students first while creating experiences that lead to lifelong learning and success.*

**Goals:**

- ***Students:*** Attain high levels of achievement while developing a love of learning through exploration of curriculum that addresses social, emotional, academic, and physical needs of the student.

Violent and Aggressive Behavior-----page 16-17  
Cell Phone Use-----page 17  
Electronic Devices-----page 17  
Checking in Laptops-----page 17  
Lunch-----page 18  
School Meal Payments-----page 18-19  
Free and Reduced-Price Food Services-----page 19  
Closed Campus-----page 19  
Checking out of School-----page 19  
Parking-----page 19-20  
Halls-----page 20  
Food and Drinks-----page 20  
Student Health Services and Records-----page 20-21  
Administering Medicines to Students-----page 21  
Administration of Medical Marijuana-----page 21-23  
School First Aid and Emergency Medical Care-----page 23-24  
Tobacco, Drugs, and Alcohol-----page 24  
Public Display of Affection-----page 24  
Bullying/Cyberbullying-----page 24  
Sexual Harassment-----page 24-25  
Staff Protection-----page 25  
Reporting Child Abuse/Child Protection-----page 25

**-BEHAVIOR/CONSEQUENCES-**

Behavior and Discipline Matrix-----page 25-28  
Safe2Tell Colorado-----page 28

**-EXTRACURRICULAR ELIGIBILITY-**

Extracurricular Activity Rules and Weekly Eligibility-----page 28-29  
Colorado Digital Learning Eligibility-----page 29  
Transportation-----page 29  
Student Transportation in Private Vehicles-----page 29-30  
Parking Lot Searches-----page 30  
Work Study-----page 30  
Online Concurrent Classes-----page 29-30  
Visitors-----page 30-31  
Student Fees-----page 31

**-CONCERNS/COMPLAINTS/GRIEVANCES-**

Student Concerns, Complaints and Grievances-----page 31  
Public Concerns and Complaints-----page 31-32  
Public Concerns/Complaints about Instructional Resources-----page 32-33  
Public Concerns/Complaints about Teaching Methods-----page 33-34

**-ASBESTOS NOTIFICATION-**

Asbestos Notification: Letter from Sargent Superintendent-----page 34  
Community Service Plan in place of Detention Signature Page-----page 35  
Student Handbook Signature Page-----page 36

6. Concurrent enrollment course that demonstrates English readiness, as approved by the district and included in the student's academic plan of study or Individualized Career and Academic Plan (ICAP). Students must maintain a passing grade of "C" or higher, per policy [IHCDA-E](#).
7. Industry certificate that demonstrates academic and intellectual learning in the subject area of English. Receipt of the industry certificate and approval by the district-designated team. [NOTE: The district should create an accompanying File: [IKF-2](#) 2 of 5 regulation to define its process for qualifying industry certifications.]
8. District capstone project that demonstrates academic and intellectual learning in the subject area of English. Completion of the district capstone project and approval by the district-designated team. [NOTE: The district should create an accompanying regulation to define its process for district capstone projects.]
9. English 9 and English 10 A grade point average of 2.0 or higher.

**\*NOTE:** The district must create an accompanying exhibit that lists the specific measures the district has determined meet the board's criteria for demonstrating college and career readiness in English (e.g., IB exam in English A Literature SL, IB exam in English A Literature HL, AP exam in English Language and Composition, AP exam in Psychology, etc.). Placing this detail in an accompanying exhibit allows district administrators to update this list as needed, without the need for board approval or revision to this policy.

**In Math** students must complete at least one of the following measures and meet the measures corresponding cut score or criteria to demonstrate college and career readiness in Math.

1. Measure Cut Score/Criteria Accuplacer assessment Score of at least 61 on Elementary Algebra.
2. ACT assessment Score of at least 19 on Math.
3. Advanced Placement (AP) exam that demonstrates Math readiness, as identified on the accompanying exhibit.\*
4. Score of at least 2. Armed Services Vocational Aptitude Battery (ASVAB) Score in at least the 31st percentile.
5. SAT assessment Score of at least 460 on Math.
6. Concurrent enrollment course that demonstrates Math readiness, as approved by the district and included in the student's academic plan of study or Individualized Career and Academic Plan (ICAP). Students must maintain a passing grade of "C" or higher, per policy [IHCDA-E](#).
7. Industry certificate that demonstrates academic and intellectual learning in the subject area of Math. Receipt of the industry certificate and approval by the district-designated team. [NOTE: The district should create an accompanying regulation to define its process for qualifying industry certifications.] File: [IKF-2](#) 3 of 5
8. District capstone project that demonstrates academic and intellectual learning in the subject area of Math. Completion of the district capstone project and approval by a district-designated reviewer. [NOTE: The district should create an accompanying regulation to define its process for district capstone projects.]
9. Algebra II and Geometry Grade point average of 2.0 or higher.

**\*NOTE:** The district must create an accompanying exhibit that lists the specific measures that the district has determined meet the Board's criteria for demonstrating college and career readiness in Math (e.g., IB exam in Economics SL or IB exam in Mathematics HL, AP exam in Calculus, AP exam in Statistics, etc.) Placing this detail

### **CLASS RANKING**

To properly recognize the relative academic achievement of the Sargent student body, the following process will be used to calculate class rank. Class rankings shall be determined based on the weighted 5.0 GPA system described above. Class rank shall be determined by assigning the highest grade point average the rank of number one, the second highest the rank of number two, etc. In cases where more than one student has the same numeral average, all students with that average shall be given the same rank. The next highest grade point average shall assume the next rank position reflecting the number of students having a higher rank. [Example: 3 students at 4.0; next ranked student would rank 4th – not 2nd].

\*Students shall be ranked at the end of the first semester of their senior year. Students will receive a temporary ranking at the end of their junior year to establish qualifications for scholarship applications due before the end of their senior year.

\*Only those approved high school GPA points earned in grades 9 through 12 shall be used in the ranking.

\*Students must attend Sargent High School for a minimum of two (2) years (prior to the anticipated graduation date) in order to be considered for Valedictorian or Salutatorian.

\*Grade point averages to determine the valedictorian and salutatorian shall be carried out to four decimal places and rounded back to three decimal places. [Example: 3.9864—round to 3.986; 3.9865 round to 3.987] (Policy IKC).

### **GRADUATION HONOR CORD REQUIREMENTS**

Gold Honor cords will be given for a 3.76 GPA and higher. Silver Honor cords will be given for a 3.5-3.75 GPA. All cords/collars/stoles to be worn during graduation must be school awarded. No leis, military collars/stoles and/or other ornaments will be allowed.

### **ENSURING ALL STUDENTS MEET STANDARDS**

The Board believes that early identification of students who are not making adequate progress toward achieving standards and effective intervention are crucial. In accordance with the Board's policy on grading and assessment systems, teachers shall assess the teaching and learning process on a continual basis. Teachers shall identify students early in the school year who are not making adequate progress toward achieving the district's academic standards and may choose to implement an individual learning plan for each such student. The plan shall be developed by the Student Study Team and/or other appropriate school staff with input from parents/guardians. The student's parents/guardians shall agree in writing to support the plan. Neglect by the parents/guardians with regard to participating in plan development or agreeing to support the plan shall not affect implementation of the plan. The plan shall address the specific learning needs of the student. Strategies designed to address those needs may include tutoring programs, after-school programs, summer school programs, other intensive programs and other proven strategies. Teachers are encouraged to collaborate on the development of such plans and to use a variety of strategies consistent with the student's learning style and needs. Each semester, students with individual learning plans shall be reassessed in the content areas covered

controversial within the meaning of this policy, the teacher shall contact the principal. The principal may instruct the teacher to notify students' parents/guardians and obtain parents/guardians' permission prior to discussing a controversial issue or using controversial materials. Teachers shall inform the principal of controversial issues that arise unexpectedly which cause or are likely to cause concern for students and/or their parents/guardians. When teaching about controversial issues, teachers may express their personal viewpoints and opinions; however, they also have the obligation to be objective and impartially present the various sides of an issue. Controversial issues are to be presented with good judgment and coordination with the building principal, keeping in mind the maturity of the students. When controversial issues or controversial materials are used as part of the instructional program, alternative learning activities shall be provided when feasible at the request of a student or the student's parents/guardians (Policy IMB).

### **EXEMPTIONS FROM REQUIRED INSTRUCTION**

If the religious or closely held personal beliefs and teachings of a student or the student's parent/guardian are contrary to the content of a school subject or to any part of a school activity, the student may be exempt from participation. To receive such an exemption, the parent/guardian must present a written request for exemption to the school principal, stating the conflict involved. Requests for exemption regarding some or all of the district's curriculum concerning human sexuality shall be in accordance with the Board's policy on health and family life/sex education. If a student is unable to participate in a physical education class, the student must present to the school principal a statement from a physician or other licensed health care professional stating the reason for the student's inability to participate. Exemptions from required instruction do not excuse a student from the requirements for graduation from high school (Policy IMBB).

### **SCHEDULE CHANGE REQUIREMENTS**

All schedule changes are required to be made within the first week of school of the new semester.

### **ACADEMIC HONOR ROLL**

Sargent Jr/Sr High School has two academic lists to honor those students who show superior progress in their academic studies. The **Principal's List** is for those students who have a **GPA of 3.5-3.99**; the **Superintendent's List** is for those students who have a **GPA of 4.0 or higher**.

### **ACADEMIC LETTER**

Students who earn a 3.5 or higher throughout the entire year earn an academic letter (first year) or pin. This is calculated by averaging 1st, 2nd and 3rd quarter for the academic year.

### **COMPULSORY ATTENDANCE AGES**

Every child who has attained the age of six years on or before August 1 of each year and is under the age of seventeen is required to attend public school with such exceptions as provided by law. It is the parents' responsibility to ensure attendance. The courts may issue orders against the child, the child's parent, or both compelling the child to attend school or the parent to take reasonable steps to assure the child's attendance. The order may require the parent, child, or both

### **STUDENT ATTENDANCE**

Students who attend school regularly derive the maximum benefit from the instructional program. The primary responsibility for attendance falls on the individual student and their parent(s). The Colorado School Attendance Act 22-33-104 (5)(a), C.R.S. states, "The general assembly hereby declares that two of the most important factors in ensuring a child's educational development are parental involvement and parental responsibility. The general assembly further declares that it is the obligation of every parent to ensure that every child under such parent's care and supervision receives adequate education and training. Therefore, every parent of a child who has attained the age of six years and is under the age of seventeen years shall ensure that such child attends the public school in which such child is enrolled in compliance with this section."

In the interest of the Sargent School District maintaining accurate records regarding attendance of a school as mandated by the Colorado Compulsory School Attendance Act, (C.R.S. 22-33-107), **parents are required** to excuse the absence of their child from class, either orally or in writing, within 48 hours of the class(es) missed. This includes students who are 18 years of age. Failure to do so will result in the absence permanently being classified as unexcused.

### **STUDENT DISMISSAL PRECAUTIONS**

The school is legally responsible for the health and safety of its students during the school day. Therefore, each school shall set up procedures to validate requests for early dismissal to ensure that students are released only for proper reasons and into proper hands. Under no circumstances shall teachers dismiss a student from school prior to the end of the school day or into any person's custody without the direct prior approval and knowledge of the building principal. The principal shall not excuse a student under the age of 18 before the end of a school day without a request for the early dismissal from the student's parents. In keeping with this policy, it becomes prudent that:

1. No student be released from school early on the basis of an unvalidated telephone call.
2. Children of estranged parents are released only upon the request of the parent whom a Colorado court holds directly responsible for the child and who is the parent or guardian registered on the school record.

An elementary student shall be sent home only with parents, or if the parent is not available, with another authorized adult. Additional precautions shall be taken by the principals as needs arise (Policy JLIB).

1. The enrollment records of the district shall include information regarding the marital status of a student's parents. Such status will be reviewed each year. The parents shall be informed that this information is requested solely to protect their rights as parents.
2. If a student's parents are divorced or legally separated, district personnel shall request a copy of the legal document pertaining to child custody.
3. The school secretary shall keep a card file easily accessible to the building principal to flag the files of students whose parents are divorced or legally separated or have other special custody arrangements.
4. If a person whom the building principal does not recognize appears at school requesting the early dismissal of a student, the principal shall ask for identification such as a driver's license (Policy JLIB-R).

**CONSEQUENCES FOR UNEXCUSED ABSENCES (DAY OR PERIOD)**

**2nd Unexcused Absence:** Warning and a letter will be sent to parent/guardian.

**3rd Unexcused Absence:** Parent/School/Student meeting to discuss a solution. Students will serve one hour of detention or community service.

**4th Unexcused Absence:** 2nd Parent/School/Student meeting to create an attendance contract. Student will serve two hours of detention or community service.

**5th Unexcused Absence:** After a cumulative of five (5) unexcused absences, the student will be considered habitually truant and the administration may pursue judicial proceedings to enforce Colorado's Compulsory Attendance Laws. Excessive unexcused absences could also result in academic probation and/or disenrollment.

**As a reminder, students may not accumulate more than five (5) absences in any one semester or more than ten (10) in an entire school year, per Colorado Compulsory Attendance Law.**

**NOTE:** We no longer honor discretionary days in order to be compliant with the Colorado Compulsory Attendance Law.

**NOTE:** Sargent Schools are **NOT** an online schooling/distance learning platform. In-person schooling is the platform we are qualified to teach.

**REPORTING ABSENCES**

If a student is unable to attend school, a parent or guardian must call the school at (719) 852-4025 and/or send a written note or e-mail to the school secretary to notify us of the absence. Any doctor's excuse or other documentation must be submitted to the office within two (2) school days after the return of the student to school.

**NOTE:** A call or parent note does not automatically give the student an excused absence.

**MAKE-UP WORK**

Make-up work will be allowed for all absences with the goal of providing the student an opportunity to keep up with the class and as an incentive for students to attend school. It is the responsibility of students to obtain any permitted make-up assignments on the first day they return to class. There shall be one (1) day allowed for make-up work for each day of absence.

**Work due on the day an excused absence begins, will be due on the day the student returns.**

For an unexcused absence, work may receive full or partial credit to the extent possible as determined by the building administrator/educator.

**LATE WORK (20-10-0 RULE)**

Late work will be accepted and graded for two days after the DUE DATE. The first day late will include a 10% deduction. The second day late work will include a 20% deduction. After the second day all work will receive a zero (0). Work due on the day an excused absence begins, will be due on the day the student returns. Students will have one school day to make up work missed during each day of their absence (Policy JH).

**CUSTODIAL AND NONCUSTODIAL PARENT RIGHTS AND RESPONSIBILITIES**

School officials shall presume that the parent who enrolls a student in school is the student's custodial parent. Unless a currently effective Colorado court order specifies otherwise, the custodial parent shall be the one whom the school district holds responsible for the education and welfare of the student. Where the court order specifies that the parents shall share custody and jointly make decisions relative to the care and education of their child, school officials shall consult with both parents regarding educational matters affecting the child. Where the parents disagree in such matters and the court order does not provide a mechanism for resolving their differences, school officials shall follow the instructions of the parent with whom the child primarily resides during a normal school week. If the rights of a noncustodial parent are restricted by a Colorado court order, the custodial parent shall provide the school with a certified copy of the currently effective court order curtailing these rights. Unless informed through the submission of such a court order, the school district assumes there are no restrictions regarding a noncustodial parent's rights, including the right to access the student's educational records. The student shall not be permitted to visit with or be released to anyone, including the noncustodial parent, without the approval of the custodial parent. Unless otherwise provided by applicable law or court order, education conferences with a noncustodial parent shall be permitted only upon the consent of the custodial parent (Policy KBBA).

The following procedures have been developed for situations involving child custody, visitation and release of records:

1. The enrollment records of the district will include information regarding the marital status of a student's parents. Such status will be reviewed each year.
2. The school shall flag the files of students whose parents are divorced or legally separated or have other special custody arrangements. The school shall maintain a card file of these students that is easily accessible to the principal or designee.
3. If a person whom the principal or designee does not recognize appears at school requesting the dismissal of a student, the principal will ask for identification such as a driver's license.

**Children of divorced/separated parents:**

1. Both parents have the right to access the student's educational records.
2. If a student's parents are divorced or legally separated or have other special custody arrangements, district personnel shall request a copy of any and all legal documents pertaining to child custody including restraining orders.
3. The district will presume that both parents have equal access to a child when that a student is registered in school unless one parent provides the district with a Colorado court order indicating otherwise.
4. A copy of the court order governing divorce, separation or delineation of parental rights will be provided by the custodial parent and kept in the student's cumulative record as a temporary record.
5. If the school is aware that the student's parents are divorced or separated and a parent refuses to provide a copy of the court order to the district, the principal will be advised and a statement of the refusal will be noted, including the date and situation. This statement will be filed in the student's cumulative record. The district will provide access to the student's educational records to both parents in this case.
6. A student will not be denied admission to school on the basis of refusing the request



Any change in the calendar except for emergency closings or other unforeseen circumstances must be preceded by adequate and timely notice of no less than 30 days.

NOTE: State law establishes the school year as outlined below. The actual hours of teacher-student instruction may be reduced for parent/teacher conferences, staff inservice programs, and closings due to student health, safety, or welfare concerns to 1056 hours for secondary students and 968 hours for elementary students other than kindergartners, 870 hours for full-day kindergarten students, and 435 for half-day kindergarten students. In no case may a school schedule fewer than 160 days without specific prior approval of the commissioner of education. [C.R.S. 22-32-109 (1)(n)].

**Teacher-Pupil Instruction Minimum Hours/Days:**

Secondary 1,080 hours (can be reduced to 1,056 hours) 160 days

Not more than 24 hours per school year may be used for parent/teacher conferences and staff inservice programs (Policy IC/ICA).

**STUDENT CONDUCT:**

**STUDENT DRESS CODE**

An individual's grooming and the way he/she dresses have a direct bearing on how others react to that individual and therefore affect one's behavior. If a style is disruptive to the educational process or constitutes a threat to the safety and/or health of the student or others, or how others react to the student, the offending clothing will not be permitted in school. Examples of inappropriate apparel include, but are not limited to clothing or accessories that express obscene language, weapons, tobacco, alcohol and drug symbols, satanic graphics, gang affiliation; chains or spikes; clothing which exposes the body inappropriately which includes skimpy, see-through, fish-net tops, tube tops, backless clothing, muscle shirts or athletic mesh shirts/half shirts, exposing of undergarments; short shorts or bicycle-type shorts (length must be palm length from knee); pajama bottoms; slippers; gang related apparel; ripped or shredded or "sagging" clothing that bare or expose traditionally private parts of the body including, but not limited to, the stomach, back, buttocks, and breasts. School appropriate hats will be allowed

Monday-Thursday. When going into other buildings, on campus or off, or on school field trips/activities, please remove your hats to follow that building's/activities hat rule. Students must follow the dress code on all school sanctioned dress up days. In cases of questionable dress, the administration will decide what is appropriate. Inappropriate apparel must be changed. Students may use an office phone to contact parents to bring appropriate clothing (Policy JICA).

**VIOLENT AND AGGRESSIVE BEHAVIOR**

The Board recognizes there are certain behaviors that, if tolerated, would compromise the learning environment to which the students and staff of the district are entitled. These behaviors, categorized as violent or aggressive, will not be tolerated.

Students exhibiting violent or aggressive behavior or warning signs of future violent or aggressive behavior will be subject to appropriate disciplinary action including suspension, and/or expulsion in accordance with board policy concerning student suspensions, expulsions, and other disciplinary interventions. As appropriate and in accordance with applicable law and Board policy, students may also be referred to law enforcement authorities. At the district's

### LUNCH

Students may go outside to designated areas; i.e. cafeteria and patio area during lunch. Staff may release students to the football field and bleachers after eating with supervision. In inclement weather, students may be released to the gym after eating with supervision. The south doors and east hallway doors will be open. Failure to stay within a designated area will result in detention or community service.

Students **will not** be called down to collect food, which is delivered to students except during lunch and breaks.

### SCHOOL MEAL PAYMENTS

The district is committed to ensuring that all students receive the nutrition they need to engage in active learning during the school day. In accordance with applicable federal guidance from the United States Department of Agriculture (USDA), this policy is intended to serve the purposes of meeting student needs, minimizing the identification of students with insufficient funds to pay for school meals and maintaining the fiscal integrity of the district's school food service account. Student meal accounts and meal charges Student meal accounts shall be established by the district. Parents will be encouraged to pre-pay for students paying full or reduced price for meals. The district shall ensure that parents have access to at least one no-cost method of paying for meal services, such as the ability to pay in person. At the time funds are distributed into student accounts, parents will be permitted to limit the amount of funds that a student may use daily, including for á la carte purchases. Students will be permitted to pay for meals and/or add funds to student accounts on the day of service. If a student has money to purchase a full or reduced price meal at the time of the meal service, the student must be provided a meal. The student's money may not be used to repay previously unpaid charges if the student intended to use the money to purchase that day's meal. A meal account balance remains with the student until the student is no longer enrolled in the district. Students with unused credit in their accounts at the point of disenrollment or graduation will receive a refund in the amount of the credit. Students paying full or reduced price for meals and who do not have money in their account or in hand to cover the cost of a meal at the time of service will be permitted to charge a meal. However, these students will be denied permission to charge á la carte or "extra" items, such as a second milk or additional entrée. Notification of low or negative balances Notification of a negative balance on a student account will be provided privately by mail, text and or email by the food services director. When notified of a negative balance on a student account, parents may be reminded of this policy and the process for submitting applications for free or reduced price meal benefits. Parents will also be notified that any school meal debt accrued prior to the district's determination that the student is eligible for free or reduced lunch remains the parent's responsibility. Collection of meal charge debt In collecting debt, the district shall ensure that collection efforts do not have a negative impact on the students involved and instead focus on the adult(s) in the household responsible for providing funds for student meal purchases. The district will work with parents to establish repayment plans with payment levels and due dates appropriate to the household's particular circumstances. Collection efforts from one school year may continue into the following school year, including when students transfer to a school outside of the district.

student parking lot on the west side of County Road 2E. Seniors will obtain an official parking permit for the north parking lot between **Senior Parking Signs**. NO PARKING on the roadside (east of the fence). **Please use designated crosswalks.** **Students driving on or around the campus must do so in a safe and prudent manner in order to maintain a safe environment for other students.** Students parked in the bus loop, preschool parking lot, visitor parking or in front of the high school during school hours will receive one hour of detention. Underclassmen parking in senior parking will receive one hour of detention.

**No student will be allowed to be in the student parking area during the regular academic day. Students must bring class work, lunches and athletic gear into the school at the beginning of the day.**

### **HALLS**

Halls should be free of books, bags and athletic gear. Students are expected to keep books, notebooks, and backpacks in their lockers. Gym bags and athletic gear must be stored in PE lockers.

### **FOOD AND DRINKS**

Students are expected to help keep the building clean. Please ALWAYS place your trash in trash cans. It is the teacher's prerogative to permit food and/or drink within their own classrooms.

### **STUDENT HEALTH SERVICES AND RECORDS**

The purpose of the school health program shall be to supplement the efforts and guidance of parents/guardians to raise student awareness of the benefits of regular health care. The objectives of the school health program are:

1. To promote good health habits among students.
2. To stimulate a sanitary, safe and healthful environment in school.
3. To assist in the identification and referral to appropriate health care providers for medical, psychological and physical needs.

**Health Records:** Health records shall be maintained by the nursing staff and kept in a separate and secure health file in the school health office. Access to the health files shall be limited to only those school personnel who have a specific and legitimate educational interest in the information for use in furthering a student's academic achievement or maintaining a safe and orderly teaching environment. The nursing staff shall maintain a log showing who has been given access, when access occurred and to which specific records.

**Annual Screening Programs:** The sight and hearing of all students in kindergarten, first, second, third, fifth, seventh and ninth grades or students in comparable age groups referred for testing shall be tested during the school year by the school nurse, teacher, principal or other qualified person authorized by the school district, as required by law. These screenings shall not be required of any student whose parent/guardian objects on religious or personal grounds. The parent/guardian shall be informed when a deficiency is found.

**Parental Consent:** Parental consent shall not be required for all examinations noted above if given by a school physician or under auspices of the school. In addition, parental consent shall not be required to refer a student to public health or other doctors for medical services in connection with pregnancy, sexually transmitted infection, or alcohol or drug abuse. The district shall encourage students to seek health services related to such matters with or without parental

who may authorize such a request after consultation with appropriate medical personnel chosen by the district.

4. "Primary caregiver" means the qualified student's parent, guardian or other responsible adult over eighteen years of age who is identified by the student's parent/guardian as the qualified student's primary caregiver. In no event may another student or a staff member be recognized as a primary caregiver, unless the staff member is the student's parent/guardian. Any primary caregiver seeking access to school or district property, a school bus or school-sponsored event for purposes of this policy must comply with the Board's policy and/or procedures concerning visitors to schools and all other applicable policies.

NOTE: Each parent or guardian can be designated as a primary caregiver for a qualified student under the age of 18 C.R.C. 25-1-5-106 (8)(b)

5. "Qualified student" means a student who holds a valid registration from the state of Colorado (license issued by the Colorado Department of Public Health and Environment) for the use of medical marijuana and for whom the administration of medical marijuana cannot reasonably be accomplished outside of school hours.

**Permissible Administration of Medical Marijuana to a Qualified Student:**

A qualified student's primary caregiver may administer a permissible form of medical marijuana to a qualified student in a designated location if all of the following parameters are met:

1. The qualified student's parent/guardian provides the school with a copy of the student's valid registration from the state of Colorado authorizing the student to receive medical marijuana;
2. The qualified student's parent/guardian signs a written acknowledgement assuming all responsibility for the provision, administration, maintenance and use of medical marijuana under state law, and releases the district from liability for any injury that occurs pursuant to this policy;
3. The qualified student's parent/guardian or primary caregiver must be responsible for providing the permissible form of medical marijuana to be administered to the qualified student;
4. The district determines, in its sole discretion, that a location and a method of administration of a permissible form of medical marijuana are available that do not create risk of disruption to the educational environment or exposure to other students;
5. After administering the permissible form of medical marijuana to the qualified student, the student's primary caregiver must remove any remaining medical marijuana from the grounds of the school, district, school bus or school sponsored event; and
6. The district prepares, with the input of the qualified student's parent/guardian, a written plan that identifies the form, designated location(s), and any protocol regarding administration of a permissible form of medical marijuana to the qualified student. The written plan must be signed by the school administrator, the qualified student (if capable) and the qualified student's parent/guardian.

**Additional Parameters:** School personnel may not administer or hold medical marijuana in any form. This policy conveys no right to any student or to the student's parents/guardians or other primary caregiver to demand access to any general or particular location on school or district property, a school bus, or at a school-sponsored event to administer medical marijuana.

This policy does not apply to school grounds, school buses, or school-sponsored events located on federal property or any other location that prohibits marijuana on its property. Permission to administer medical marijuana to a qualified student may be limited or revoked if the qualified

**Minor Injury:** Minor injuries will be given first aid treatment by school district personnel.

**Serious injury or illness (but not threatening to life, limb or digit):** If the student is in pain or requires medical treatment, the student's parent/guardian will be notified to pick up the student from school. No elementary student who is injured or becomes ill will be sent home alone. An injured secondary student will be allowed to leave school unaccompanied by a parent/guardian only with the express approval of the parent/guardian. The school staff member who speaks with the parent will make written notes, indicating the date and time of the conversation, the parent/guardian's name and whether permission was given.

**Severe injury or illness threatening to life, limb or digit:**

1. If a student sustains a severe injury or illness requiring immediate medical attention, district personnel shall immediately call 911 to notify emergency health personnel.
2. The school principal or designee shall then immediately attempt to contact the parent/guardian to inform him or her of the status of the student and to request that the parent/guardian proceed to the hospital immediately.
3. The superintendent will be notified of the injury or illness as soon as possible.
4. The teacher or other staff member who is responsible for the student at the time of the accident will make out an accident report using the official school form (Policy JLCE).

### **TOBACCO, DRUGS, AND ALCOHOL**

Use, possession, distribution and/or selling of tobacco, illegal drugs or alcohol **ON** or **OFF** school will not be tolerated and is in violation of the law. Violation of this policy, JCH-R, will result in appropriate disciplinary measures to be assessed. These measures will include Second Chance (an on-line, interactive and self-directed curriculum) and also may include suspension and/or expulsion and notification of law enforcement officials. It is best to keep our campus tobacco, drug, and alcohol free!

**\*Note: Drug testing for students involved in extracurricular activities will be carried out in accordance with Policy JJIH.**

### **PUBLIC DISPLAY OF AFFECTION**

Students are permitted to hold hands, but no other display of affection will be allowed. Students displaying affection will be referred to the principal. If students continue to display inappropriate behavior, the parent(s)/guardian(s) will be contacted, and a meeting will be scheduled between the students, parent(s)/guardian(s), and principal. If behavior does not change, then the act will be considered defiance and the students will receive disciplinary consequences.

### **BULLYING/CYBERBULLYING**

Bullying in any form including: physical, verbal (can be heard), social (heard by others or exclusion), intimidation (look, gesture or comment) or electronically are in violation of Policy JICDE. See behavior and discipline matrix for consequences.

### **SEXUAL HARASSMENT**

Sexual harassment includes, but is not limited to, unwelcome sexual advances, requests for sexual favors, sex-oriented verbal "kidding", repeated remarks to a person with touching, patting, pinching, or repeated brushing against another's body. It is a violation of policy for any student

- b) 2<sup>nd</sup> offense: 10 days of OSS and recommendation for expulsion.
- 3) Dangerous Weapons (includes knives with a blade that exceeds three inches in length. Colorado School Law 22-33-102.4.c.d). (Measurement is from the hilt to the tip of the blade CRS 18-12-101(1)(F).
  - a) 1<sup>st</sup> offense: 1-5 days of OSS or expulsion.
- 4) Violation of Policy JICDA
- 5) ANNUAL DISCIPLINE INFRACTIONS: May include Restorative Justice (apologies, via speech, letter, phone call, etc.; community service; restitution for damaged or stolen goods, classes, repairs).

OFFENSE	CONSEQUENCES
1. Usage/Possession of tobacco/nicotine products and/or paraphernalia (includes products in student vehicle) <ul style="list-style-type: none"> <li>a. 1<sup>st</sup> offense</li> <li>b. 2<sup>nd</sup> and 3<sup>rd</sup> offense</li> <li>c. 4<sup>th</sup> + offense(s)</li> </ul>	a.) 1-2 days of ISS to 2 days of OSS plus Second Chance curriculum completion. b.) 2-4 days of OSS/Remediation Plan: -Involve parents/guardians, Second Chance curriculum completion. c.) 5 days of OSS – Review Plan: -5 days of OSS for each additional offense.
2. Fighting/Assaults/Encouraging or prompting (you throw; you go)	1-10 days of OSS; may contact law enforcement authorities. (Possible assault charges)
3. Dangerous objects/weapons (includes knives with a blade that exceeds three inches in length.	1-5 days of OSS or expulsion.
4. Theft	School Detention/Community Service – 1-10 days of OSS
5. Insubordination/Defiance-Inappropriate Behavior/Refusal to do school work	School Detention/Community Service – 1-3 days of OSS
6. Dress Code Violations (repeated offenses)	School Detention/Community Service – 1-3 days of ISS
7. Rudeness/Slandering, Derogatory, and/or Disrespectful comments in person or on video or social media	School Detention/Community Service – 1-2 days of OSS
8. Leaving without permission (classroom or campus) or Truancy	School Detention/Community Service - .5 – 3 days of OSS
9. Threats/Harassment	School Detention/Community Service – 1-10 days of OSS
10. False Alarms/Bomb Threats/Arson (includes a false 911 call)	4 - 10 days of OSS, will contact Law Enforcement, fine \$250 for false 911 call
11. Bullying/Cyberbullying (physical, verbal, social or intimidation)	School Detention/Community Service – 1-10 days of OSS
12. Altercations/Confrontations	Conflict Resolution/Mediation/ School Detention/Community Service and/or 1-3 days of OSS

Violations not listed above will be handled through administrative investigations and consequences will be determined by the administration. Parents will be notified about inappropriate behavior by phone or email.

No electronic devices will be allowed to be in use with the student during the period of detention or community service.

Any ten (10) days out of school infraction could lead to an expulsion hearing. The Principal can suspend a student from school a maximum of ten (10) days. An infraction that warrants an expulsion hearing requires the Principal to recommend expulsion to the Superintendent of Schools. The Superintendent can extend the suspension beyond the original 10 days to include the date for an expulsion hearing.

### **SAFE2TELL COLORADO**

Safe2Tell Colorado wants students, parents, and educators to know that, “telling is when you need to keep yourself or someone you know safe from serious threats, harmful behaviors or dangerous situations. By unanimously calling, 1-877-542-7233, you can help stop a friend from committing suicide, helping get a friend off drugs, or help stop a bullying situation.”

**\*Note:** Safe2Tell Colorado is for **serious concerns** and **focuses on saving the lives** of Colorado students. **Should Safe2Tell Colorado become the victim of prank or unverified calls, the line will be forwarded to a traceable line.** Deliberate false reports made by phone, online or mobile app may be investigated. Use Safe2Tell Colorado wisely!

### **EXTRACURRICULAR ACTIVITY RULES AND WEEKLY ELIGIBILITY**

A student’s ability to participate in any district-sponsored extracurricular activity is a privilege, not a right. Those district students who participate in extracurricular activities serve as role models to other students.

Eligibility lists will be given to teachers and coaches by *Noon on Tuesday. A student who has 1 F or 2 D’s will be considered ineligible. All student work is due to teacher by noon on Monday in order to be included in the eligibility period. The eligibility period runs from Wednesday through Tuesday night for the designated week or period, one-week or longer.* Students who are ineligible cannot participate in an event until they are reassessed for the next eligibility period which begins on the following Wednesday. Students receiving “Incomplete” are eligible to compete when the “I” is converted to a passing grade prior to the competition (and is passing 3.5 Carnegie units). Period exceptions: At the end of the nine weeks the eligibility period is 2 weeks, and Thanksgiving week stays the same as the previous week. At the beginning of each nine weeks the eligibility period is 2 weeks based on the final grades for the previous nine weeks (Policy JJJ).

Students who are not eligible cannot participate in an event until grades are reassessed for the new period, which begins the following Wednesday after new eligibility is determined.

Ineligible students will not be allowed to miss class for any extra-curricular activity held during the school day. (This does not include curricular activities). Ineligible students will be allowed to practice with the team but will not be allowed to travel with the team or sit on the team bench. Ineligible students will not participate in any other school functions such as Knowledge Bowl, Spelling Bee, or other competitions or school sponsored activities.

transportation vehicle provided by the school district except when parent/guardian sign their own children out with the coach/sponsor. Those students wanting to ride home with someone other than their parent/guardian must have a permission slip signed and dated by the parent/guardian to do so and given to the coach/sponsor before leaving Sargent School (see [Policy EEAG/EEAG-E](#)).

### **PARKING LOT SEARCHES**

The privilege of bringing a student-operated motor vehicle onto school premises is conditioned on consent by the student driver to allow search of the vehicle when there is a reasonable suspicion that the search will yield evidence of illegal and/or school prohibited items. Refusal by a student, parent or guardian, or owner of the vehicle to allow access to a motor vehicle on school premises at the time of a request to search the vehicle shall be cause for termination without further hearing of the privilege of bringing the vehicle on to school premises. Routine patrolling of parking lots and inspection of the outside of student automobiles shall be permitted at all times ([Policy JIHB](#)).

### **WORK STUDY**

Students applying for work-study opportunities must meet the following criteria: ([Policy IHAI A](#))

- All work-study programs must be pre-approved by the Counselor, Principal or Superintendent and the Board of Education.
- Be a senior currently enrolled in Sargent High School.
- Have in place a plan that includes courses needed for graduation.
- Have access to a job that provides training opportunities which is not with a parent, unless the student has a waiver from the Board of Education.
- Maintain acceptable grades in all classes at school prior to and during work-study and have parental permission.
- Provide your own transportation.
- Ability to make work schedules acceptable to the school.
- Maintain punctual and regular work and school attendance.
- Work opportunity not to exceed half the school day, including transportation time.

### **ONLINE CONCURRENT CLASSES**

- Must meet application requirements ([Policy IH CDA-E](#)) and sign a school concurrent contract.
- Will be independent study.
- Students remaining on campus are required to study in designated areas.
- Students who break school rules (examples; disturbing others who are studying) will be asked to remain off campus for online concurrent classes and will not be allowed to register for the independent concurrent classes the following semester.

### **VISITOR PASSES**

We welcome parents into our school. If you would like to visit your child's teacher, please make prior arrangements. All visitors in the building during school hours are required to get a pass



Step 2. If the complaint is not resolved at Step 1, the person may initiate a formal complaint that shall be written, dated and signed. The person may then request review of the formal complaint by submitting it to the district employee having direct administrative or supervisory responsibility over the work of the employee involved in the complaint. Such complaint shall be filed within 20 working days of discussing the complaint pursuant to Step 1. If the supervisor or administrator determines that the complaint cannot be resolved informally, the supervisor or administrator shall render a written decision within 10 working days of receipt of the complaint.

Step 3. If the complaint is not resolved at Step 2, the person may request review of the formal complaint by submitting it to the superintendent within 10 working days of receipt of the decision in Step 2. If the superintendent or superintendent's designee determines that the complaint needs further response, the superintendent shall render a written decision within 10 working days of receipt of the complaint and any written decision from Step 2.

Step 4. If the complaint is not resolved at Step 3, the person may request review of the formal complaint by submitting a written request to the Board of Education within 10 working days of receipt of the decision in Step 3. Matters referred to the Board shall be specific in terms of the action desired. The person shall submit the request for Board review to the superintendent. The Board shall not consider or act on complaints that have not been explored at the appropriate administrative level. If the Board agrees to review the complaint by adding it to a Board meeting agenda, the Board's decision shall be made in writing within 15 working days after the Board's review. All decisions and findings by the Board shall be final (Policy KE/KE-R).

#### **PUBLIC CONCERNS/COMPLAINTS ABOUT INSTRUCTIONAL RESOURCES**

The Board, though it is ultimately responsible for all curriculum and instructional materials including library books, recognizes the need and right of students to have free access to many different types of books and materials. It also recognizes the right of the professional staff to select books and other materials supportive of the district's educational philosophy and goals. The Board has approved principles governing the selection of all instructional materials including library books and has established policies pertaining to the selection process. However, the Board wishes to amplify its principles on the selection of books and other materials which present controversial topics or which for other reasons might be challenged. Material that is challenged usually belongs to one of the three basic categories: religion, ideology or profanity/obscenity. Board policies regarding these areas shall be as follows:

1. Religion – Factual, unbiased material on all major religions has a place in school libraries.

2. Ideologies – Libraries should, with no thought toward swaying reader judgment, make available a balanced collection of primary and factual material on the level of their students on various ideologies or philosophies which exert or have exerted a strong force, either favorably or unfavorably, in government, current events, politics, education and other phases of life.

3. Profanity/obscenity – Materials shall be subjected to a test of literary merit and reality by media specialists and teachers who will take into consideration the maturity of students and the standards of the community.

Criticism of a book or other materials used in the schools may be expected from time to time. In such instances:

# Sargent School District RE-33J

## 2022-2023 School Calendar

Board of Education Approved:

February 28, 2022



### August 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	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 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				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 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						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 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		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 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				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

- 8/2 School Offices Open
  - 8/15 1/2 Day—PD Day, 1/2 Day—Staff Day
  - 8/16 First Day of Classes —Staggered Start, Elem group 1 & Secondary students
  - 8/17 First Day of Classes Elem group 2 (no classes for group 1 students)
  - 8/17 Back to School BBQ and Night
  - 8/19 Professional Development Day
  - 9/5 Labor Day Vacation
  - 9/9 Student attendance day
  - 9/12-9/15 Homecoming Week
  - 9/28 Early Release 1:00 PM/Teacher PLC
  - 10/13 End of 1st Quarter
  - 10/14 Staff Work Day
  - 10/17, 19 Parent Teacher Conferences
  - 11/21-24 Thanksgiving Vacation
  - 12/22 End of 2nd Qtr/1st Semester
  - 12/22 Early Release 1:00 PM
  - 12/26-1/5 Christmas Vacation
  - 1/9 School Resumes
  - 1/18 Early Release 1: 00 PM/Teacher PLC
  - 2/3 Professional Development Day
  - 2/20, 22 Parent Teacher Conferences
  - 3/9 End of 3rd Quarter
  - 3/10 Staff Work Day
  - 3/20-23 Spring Break
  - 5/25 Last Day Classes
  - 5/26 Staff Work Day
  - 5/26 Class of 2023 Graduation
  - 5/29 Memorial Day
  - 6/1 School Offices Close
- Total Days: Qtrs: 1 35 Sem: 71

Students: 147 2 36 3 36 4 40 76

Teachers: 155

Required Student Contact Hrs: Elem 990 Secondary 1,080

- First Day
- ☀ End of Quarter/Semester
- No School
- △ Teacher Work Day
- ◇ Teacher Professional Development
- Parent/Teacher Conference \* = 2 teacher work days per school year
- 🕒 Early Release 1:00 PM

### January 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	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 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			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 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			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 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						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

### May 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	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			



## 2022-2023 Sargent Secondary School Student Fees

### Junior High:

\$20.00	Science Lab (consumable supplies)
\$10.00	Art (consumable supplies)
\$10.00	STEM
\$10.00	Shop
\$10.00	Drama
\$10.00	Music
\$30.00	Computer rental and maintenance (If there is more than one student per family, the fee for the second and succeeding children will be \$15.00 each.)

### High School:

\$20.00	Science Lab (consumable supplies)
\$30.00	Art (consumable supplies)
\$20.00	Ag/Shop Fee (consumable supplies)
\$30.00	Computer rental and maintenance (If there is more than one student per family, the fee for the second and succeeding children will be \$15.00 each.)

### **NOTE:**

- \*If you are registered for more than one Science, Art or Agriculture class, you only pay one fee per subject area.
- \*These fees are subject to change over the course of the school year by the suppliers.
- \*If you feel you've been charged any fees in error, please see the office for assistance regarding a refund.

**Any student receiving benefits for free and reduced lunch may apply for a waiver of all student fees. Simply fill out the student waiver form and return to the office for approval.**



## 2022-2023 SARGENT HIGH SCHOOL SUPPLY LISTS

### Aviation:

- \*Quality Spiral or Bound Notebook

### Physical Science:

- \*Pencils and pens
- \*Scientific or graphing calculator
- \*Three ring binder plus loose-leaf paper
- \*Composition book or laboratory notebook

### AP Physics:

- \*Pencils and pens
- \*Scientific or graphing calculator
- \*Three ring binder plus loose-leaf paper
- \*Composition book

### Chemistry:

- \*Pencils and pens
- \*Scientific or graphing calculator
- \*Three ring binder plus loose-leaf paper
- \*Composition notebook or laboratory notebook

### Pre-Calculus:

- \*Pencils
- \*Graphing calculator
- \*Three ring binder plus loose-leaf paper
- \*Graphing paper

### AP Calculus (AB):

- \*Pencils
- \*Graphing calculator
- \*Three ring binder plus loose-leaf paper
- \*Graphing paper

### High School Agriculture/Shop:

- \*Writing utensils – pencils, blue or black pens
- \*Graphing Paper and lined paper
- \*1 – 1-inch 3 ring binder for Ag/Shop only

### High School Spanish:

- \*Notebook of Preference
- \*Box of Kleenex
- \*Clipboard
- \*1 Pack of Dry Erase Markers

### HS Art:

- \*Sketchbook

### High School Business:

- \*Loose Leaf Paper
- \*Writing utensils

### Econ/Geog:

- \*Notebook

### Mr. Willis – All Courses:

- \*1 pack blue or black pens or pencils
- \*1 college ruled spiral notebook
- \*1 Box of Kleenex

### High School English:

- \*1 Composition notebook
- \*1 Pack of Highlighters
- \*Writing utensils – pencils and pens
- \*1 ½ inch binder filled with loose leaf paper
- \*2 Folders
- \*Box of Kleenex

### Science and Health – All Courses:

- \*1 subject notebook or one 5 subject notebook for all classes.
- \*1 calculator (TI 30X or better)
- \*Writing utensils
- \*1 – 12-inch ruler

### Senior Seminar:

- \*1 -1 ½ inch 3 ring binder
- \*8-page dividers
- \*1 package of page protectors

### High School Math – All Courses:

- \*Writing utensils – pencils, pens
- \*Loose-leaf paper
- \*Box of Kleenex

### Geometry:

- \*Compass and protractor
- \*Graphing Calculator

### Algebra 1, 2 and 3

- \*Graph Paper
- \*Graphing Calculator

**\*NOTE: Subject to change without notice.**



Sargent Schools

## **2022-2023 SARGENT JUNIOR HIGH SUPPLY LISTS**

### **Junior High English:**

- \*1 Composition notebook
- \*1 Pack of highlighters
- \*Writing utensils – pencils and pens
- \*1 ½ inch binder filled with loose leaf paper
- \*2 folders

### **Junior High Math:**

- \*1.5 inch 3 ring binder
- \*Set of dividers for binder (5 sections)
- \*Protractor/Ruler
- \*Box of tissue
- \*Scissors
- \*1 reams of college ruled loose leaf paper
- \*Writing utensils – pencils
- \*Glue stick

### **Junior High Social Studies:**

- \*Writing utensils – pencils
- \*Colored pencils
- \*1 Composition notebook
- \*Markers
- \*1 tissue box

### **Junior High STEM:**

- \*STEM Career Computer Program (*Paxton Patterson*)
- \*Comfortable yet lab appropriate clothing
- \*Notebook or computer for taking notes
- \*Pen and Pencils
- \*Headphones

### **Junior High Agriculture:**

- \*Writing utensils – pencils, blue or black pens
- \*1 wide-ruled notebook with perforated sheets

### **Junior High Science:**

- \*Writing utensils – pencils and pens
- \*1 – 2-inch binder
- \*Loose-leaf notebook paper
- \*Scissors
- \*Tape
- \*Glue
- \*Colored pencils
- \*Markers
- \*Index cards
- \*4 tissue boxes

### **Music:**

- \*Notebook/Folder

**NOTE:** Subject to change without notice.

Nothing herein shall be deemed to modify or repeal any other policy or regulation of the school district relative to rights and expression on the part of the professional staff or students (Policy KEC-E/KEF).

**2022-2023 Asbestos Notification:**

**To all Parents, Guardians and Employees of  
Sargent RE-33J Schools**

Colorado Reg. 8 section IV requires a yearly notification of related asbestos activities that have occurred in the past year or will occur before the next notification.

The asbestos management plan is located in the principal's office of each school and plans for all buildings are located in the Superintendent's office.

The buildings which contain asbestos are checked every six months for any changes in condition of materials. If necessary, actions will be taken to keep buildings in a safe condition.

Michelle Garcia, the designated person, has checked all visible asbestos containing materials every six months for changes.

The maintenance director and custodians are due for an awareness training update.

The buildings and asbestos program are in good and safe condition.

Brian Crowther  
Superintendent of Schools

# 2022-2023 Student Handbook

## Signature Page

The Parent/Guardian is to review the handbook with their student and sign for both stating that they have read the Sargent School Student Handbook, which is available online at:

<https://docs.google.com/document/d/1uC4ufKxABpYRgId9D6BPzT2yDzBIjQVI/edit?usp=sharing&oid=100662290483415092156&rtpof=true&sd=true>

Paper copies are also available in the secondary office.

Return the signature page to the school office on registration day.

### Student/Parent/Guardian Memo of Understanding

I, \_\_\_\_\_ (Printed Parent/Guardian Name) and my student, \_\_\_\_\_ have read, reviewed and understood all the rules and procedures of Sargent School District as outlined in the student handbook.

\_\_\_\_\_/\_\_\_\_\_  
(Parent/Guardian Signature) (Date)



# PARENT CONCERN: ACTION STEPS

Student Name: \_\_\_\_\_

Parent Name: \_\_\_\_\_

Our concern is with: \_\_\_\_\_

Details of the concern: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Steps to alleviate concern: (BY APPOINTMENT ONLY.)

1. Addressed concern with classroom teacher, \_\_\_\_\_ via \_\_\_\_\_ on \_\_\_\_\_.

Outcome: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Teacher Signature: \_\_\_\_\_

2. Addressed concern with building principal, \_\_\_\_\_ via \_\_\_\_\_ on \_\_\_\_\_.

Outcome: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Principal Signature: \_\_\_\_\_

3. Addressed concern with superintendent, \_\_\_\_\_ via \_\_\_\_\_ on \_\_\_\_\_.

Outcome: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Superintendent Signature: \_\_\_\_\_

We feel that the issue has been resolved agreeably.  Yes  No Date: \_\_\_\_\_ Parent Signature: \_\_\_\_\_

No further action is necessary.  We would like to follow-up by: \_\_\_\_\_

\_\_\_\_\_



*Sargent Schools*  
Established 1917



# Media Coverage

The district anticipates that public interest in its one-to-one computing initiative will be substantial and that there will be instances when media representatives may request opportunities to interview students, take photographs, and film or video within the classroom. We are requesting that media representative not utilize the names of students or other identifiers when publishing photographs or running news stories.

\_\_\_ I hereby give permission for my child to participate in interviews, photographs sessions, film or video session schedule through the school district for the purpose of facilitating media coverage of the school district's one-to-one computing initiative.

\_\_\_ I hereby DO NOT give permission for my child to participate in interviews, photographs sessions, film or video session schedule through the school district for the purpose of facilitating media coverage of the school district's one-to-one computing initiative.

---

Parent/Guardian's Name (Printed)

---

Parent/Guardian Signature

Date

## Home Language Questionnaire

Our school needs to know the language(s) spoken and heard at home by each child. This information is needed in order for us to provide the best instruction possible for all students. Please answer the following questions and have your child return this form to his/her teacher. Thank you for your help.

Name of child: \_\_\_\_\_

Grade \_\_\_\_\_ Age \_\_\_\_\_

1. Which language did your child first learn to speak?

\_\_\_\_\_

2. What language does your child use most often at home?

\_\_\_\_\_

3. What language do you most often use to speak to your child?

\_\_\_\_\_

4. In what country was your child born? \_\_\_\_\_

5. If your child was not born in the USA, what date did they enter the USA?

\_\_\_\_\_

Signature of Parent or Guardian Date

\_\_\_\_\_

\_\_\_\_ Preguntas del Lenguaje Hablado en Casa Escuela:

\_\_\_\_ Profesor/a: \_\_\_\_\_

Nuestra escuela necesita saber el lenguaje y oído en casa por cada niño/a. Esta información es necesaria para proveer la mejor instrucción posible para todos los alumnos. Por favor de contestar las siguientes preguntas y regrese esta forma con su hijo/a al profesor. Gracias por su ayuda. Nombre del alumno:

\_\_\_\_\_

Apellido Primer nombre segundo Grado Edad

1. Que idioma comenzó su hijo/a hablar primero?

\_\_\_\_\_

2. Que idioma usa más su hijo/a en la casa?

\_\_\_\_\_

3. Que idioma usa usted con más frecuencia para hablar con su hijo/a?

\_\_\_\_\_

4. En que país nació su hijo?

\_\_\_\_\_

5. Si no nació en los EEUU en qué fecha entró su hijo/a a los EEUU?

\_\_\_\_\_



**Colorado MEP Occupational Survey**

Your child/children may qualify to receive supplemental educational services at no cost, such as tutoring, transportation, school supplies, and other services. Please answer the following questions to assist in determining your child's/children's eligibility. Once completed, please return this form to the school or your Regional MEP Office listed below.

CHILD'S FIRST NAME:	CHILD'S LAST NAME:	BIRTHDATE:
SCHOOL:		GRADE:
PARENT/GUARDIAN NAME:	Do you have more than one child? <input type="checkbox"/> YES <input type="checkbox"/> NO	

- 1) In the past three years, has your family moved to another state, city, school district, and/or county?  
 YES  NO
- 2) Do you or anyone in your immediate family currently work, or have worked, in the past three years, in any of the following occupations related to agricultural or fishing work?

Mark **YES** and **CIRCLE** all that apply even if the work was only for a short period of time.

YES  NO



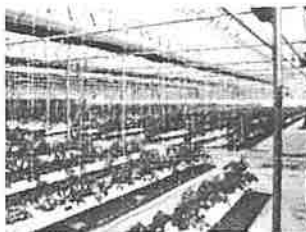
**Processing & Packing**  
(fruit, vegetables, chicken, eggs, pork, beef, lamb or other livestock, etc.)



**Agriculture or Field Work**  
(planting, picking, sorting crops, soil preparation, irrigation, fumigation, etc.)



**Dairy & Cattle Raising**  
(feeding, milking, rounding up, etc.)



**Nursery or Greenhouse**  
(planting, potting, pruning, watering, harvesting, etc.)



**Forestry**  
(soil preparation, planting, growing, cutting trees, etc.)



**Fishing & Fish Processing**  
(catching, sorting, packing, transporting fish, etc.)

*If you answered "yes" to the questions above, please continue below. Otherwise, your form is complete.*

HOME ADDRESS:	TODAY'S DATE:	
CITY:	STATE:	ZIP:
TELEPHONE (WITH AREA CODE):		
BEST DAY AND TIME TO CALL:	PREFERRED LANGUAGE:	

*This form and the data recorded within protected to maintain family and child confidentiality. If you have any questions, please contact:*  
**Southwest Migrant Education Program**  
 1424 2<sup>nd</sup> street  
 Alamosa CO, 81101  
 719-587-7612

# Media Coverage

The district anticipates that public interest in its one-to-one computing initiative will be substantial and that there will be instances when media representatives may request opportunities to interview students, take photographs, and film or video within the classroom. We are requesting that media representative not utilize the names of students or other identifiers when publishing photographs or running news stories.

\_\_\_ I hereby give permission for my child to participate in interviews, photographs sessions, film or video session schedule through the school district for the purpose of facilitating media coverage of the school district's one-to-one computing initiative.

\_\_\_ I hereby DO NOT give permission for my child to participate in interviews, photographs sessions, film or video session schedule through the school district for the purpose of facilitating media coverage of the school district's one-to-one computing initiative.

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Parent/Guardian's Name (Printed)

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Parent/Guardian Signature

Date

**Drug Testing For Students Involved in Extracurricular Activities**  
(at Sargent Junior/ Senior High School)

**CONSENT FORM**

I, \_\_\_\_\_, [(print) student's name] have read, understand and agree to abide to Sargent School District's drug policies and testing procedures (JICH, JICH-R, JJIH & JJIH-R). As a condition of participating in extra-curricular activities in the Sargent School District, I voluntarily agree to provide urine specimens when directed and authorize the district to have the specimens tested for drugs and controlled substances. I also authorize the release of information concerning the results of such tests to the Sargent School District and to my parents/guardians.

Student Signature \_\_\_\_\_, Date \_\_\_\_\_

I, \_\_\_\_\_, [print name of parent/guardian] have read, understand and agree to abide to Sargent School District's drug policies and testing procedures (JICH, JICH-R, JJIH & JJIH-R). As a condition of my student's participation in extra-curricular activities in the Sargent School District, I authorize the district to collect urine specimens from my student and authorize the district to have the specimens tested for drugs and controlled substances. I also authorize the release of information concerning the results of such tests to the Sargent School District.

This consent form will remain in effect for the duration of the student's enrollment within the Sargent School District, unless revoked in writing by the parent/guardian. Any revocation of this consent form shall disqualify the student from participation in any extracurricular activity.

Signature of Parent/Guardian \_\_\_\_\_, Date \_\_\_\_\_

*Concurrent Enrollment Transparency Bill (HB 16-1144) Sargent School District communication to students, parent(s) and legal guardian*

Sargent School District would like to share with you the Concurrent Enrollment opportunities that are available to students at Sanford High School.

Concurrent Enrollment programs allow high school students to enroll in college courses and earn credit at no cost to them for tuition. The College Opportunity Fund and Sargent School District will pay the tuition portion for college courses at the local community college rates on behalf of the student- Six credit hours per academic term. Qualified students can enroll in college academic, career and technical education courses, which may include coursework related to apprenticeship programs and internship programs. Concurrent enrollment programs help students develop the knowledge, skills and abilities necessary to be ready for college and the workforce. The process to enroll in these types of courses can be found in district policy IHCA , IHCA-R.

Sargent High School currently has an agreement with TSJC and Adams State University to offer courses which apply toward a college degree or certificate. Here is a link to courses that may be taken.

<http://www.trinidadstate.edu/schedule/index.html>

<http://www.adams.edu/collegehs/index.php>

Please make sure you and your parent/guardian are communicating with the colleges of your interest to ensure the courses you take are transferable. Many courses are GT (guaranteed transferable). The information below also identifies if the course is able to be transferred to other public Colorado colleges and universities.

<http://highered.colorado.gov/academics/transfers/gtpathways/curriculum.html>

**Helpful Definitions:**

- **Prerequisites:** These are courses that must be taken with a passing grade prior to the student being approved to enroll in the concurrent enrollment course.
- **Area of Study:** Yes, means that most colleges and universities in the State of Colorado give credit to students who have earned college credit at a different school in the program of study that the course can apply to. No, means that most colleges and universities in the State of Colorado do NOT give credit for these courses being earned at a different school in the program of study that the course can apply to.
- **GT-** Guaranteed transferable to any 4 year university in the state of Colorado.

Please meet with your high school counselor to make sure that any college courses that you are or will be taking meet the CE requirements. This determination may impact the course cost, your ability to transfer course credits to another college, or the amount and/or type of credits.

\_\_\_\_\_  
Parent/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student

\_\_\_\_\_  
Date



## Military Opt Out Form

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*The Every Student Succeeds Act of 2015, requires school district receiving federal funding to provide, on a request made by military recruiters, access to high school students' names, addresses and telephone listings. The statute allows a parent to ask that information concerning his or her child not be released without prior parental consent.*

I **DO NOT** wish to have my child (s) name and personal information listed above released to the military.

Please print child (s) name.

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Parent/Guardians Signature

DATE

## Student Housing Questionnaire

Determine of Services under the McKinney-Vento Act

Your answers help determine the free services the student(s) may be eligible to receive, such as free breakfast & lunch, school supplies, community resource information, basic needs, an advocate, etc.

**\*\*\*All information will be kept confidential!\*\*\***

Student's Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Contact Number: \_\_\_\_\_ How many family members live in this household? \_\_\_\_\_

**Present Housing Situation: (Please check the box(es) that apply)**

In owned or rented housing

My current address is temporary living arrangement – explain situation –

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Living with friends or extended family members due to lack of housing or hardship

In a motel, a camper, bus, car, park or campsite

Moving from place to place

Inadequate housing (lacks kitchen, bathroom facilities, no heat or electricity, in need of extensive repairs, not enough space)

Unaccompanied youth (not in the physical custody of parent or guardian) who are in crisis or unstable housing

Awaiting foster care placement

In a shelter, ie. LaPuente, Tu Casa

**Check all that apply:**

student stays with friends or away from home over 50% of the time

school-aged mothers or pregnant girls staying with friends

runaway or youth without adult supervision

families staying in safehouses because returning to their permanent homes would mean returning to a situation involving domestic violence

What (if any) services/assistance could you benefit from if the student qualifies?

school supplies;  clothing;  glasses/emergency medical/dental

food;  other: \_\_\_\_\_