

Centennial Elementary

Student/Parent

Handbook

2023-2024



Home of the Eagles

1400 37th Street

Evans, CO 80620

(970) 348-1100

Greetings Parents, Guardians, and Students,

Welcome to the 2023-2024 school year. As we begin this new school year at Centennial, we want to extend to each of you a warm welcome. At Centennial, we are committed to providing the students and parents in our community with a challenging and rewarding educational experience. Learning is our number one priority.

Each year we continually search for ways to improve. We are committed to the belief that all students will learn and succeed and that success breeds success. Our goal is for each of our students to be able to read, write, and do math at or above grade level. In order for that to occur, we believe parents and teachers must become partners. As partners, together we can provide a nurturing, challenging, disciplined environment in which all students will achieve and be successful.

The Centennial parent handbook outlines academic policies and procedures. In addition to this handbook, District 6 developed a Parent-Student Handbook (District 6 Handbook) that includes more detailed information regarding disciplinary information, as well as the rights and responsibilities of students and parents. Students and parents are expected to review the information contained in the Centennial Handbook and the District 6 Handbook carefully. Please keep in mind that student and parent rights and responsibilities are covered in greater detail in the District 6 Handbook. By sharing expectations and responsibilities, we hope to be able to work closely with you to support the growth of your children. Please do not hesitate to call us (970) 348-1100 if you need additional information or clarification of material in this handbook. Effective schools are characterized by strong partnerships between school and home to help children become successful.

We encourage you to read this with your child. If you have any questions or if we can be of service please call or stop by the school office at your convenience.

Sincerely,

Angie McDowell
Principal



Kendra Muelle
Assistant Principal



Centennial Mission Statement

Our mission is to create a collaborative academic community in order to empower all learners to meet high expectations and to believe in their own ability to achieve success.

Centennial Vision Statement

Our vision is to create a dynamic school designed to close the achievement gap and prepare scholars to enter, succeed in, and graduate from college or be career ready. We believe that success in the classroom is closely linked to hiring and retaining great teachers and leaders. We will invest heavily in the training of our educators and building systems that help leaders to lead, teachers to teach, and students to learn. We work hard to ensure that students are engaged and challenged with rigorous work because every minute matters. We will know we are successful when our scholars are fully engaged and working to their fullest potential.

The school will achieve its vision by offering the following:

- Student-centered, data-driven instruction
- Differentiated and personalized instruction
- High expectations of achievement for all students
- Positive, caring, and nurturing relationships
- A safe, respectful, and positive learning environment
- Opportunities for student creativity, critical thinking, and problem solving
- Engaging learning experiences
- Reduced risk of academic failure and promoted risk taking
- Productive partnerships between parents, students, and community
- The belief that all students can succeed

Centennial Creed

We believe that:

Students have a right to learn and teachers have a right to teach.

As a Centennial Eagle I will:

- Attend school every day.
- Respect myself, others, and property.
- Be responsible for my actions.
- Keep myself and others safe.
- Be the best that I can be.

Together we will cooperate to learn and to teach. We are here to learn.



Home of the Eagles

Weld County School District 6 Mission, Vision, Beliefs, and Goals



Innovation2020 was adopted by the Board of Education in 2015, and most of the goals in the plan have been accomplished or are on track to be accomplished over the next two years. The few goals that have not been met have been evaluated and revised, and will be included in the new strategic plan.

A dashboard that monitors the progress of each goal and objective in Innovation2020 is on the District 6 website at www.greeleyschools.org/I2020progress.

On February 12, 2020, more than 100 people came together at Riverside Library and Cultural Center in Evans for a day of visioning for the new Greeley-Evans School District 6 strategic plan. This group included staff members, community members, members of the Board of Education and students, and all had a voice in setting the school district vision and work over the next 10 years.

After analyzing feedback received from participants in the February 12 meeting, themes emerged that will guide the creation of the new strategic plan, Innovation2030. Some of the goals that will be included in the new plan are providing more robust support for students' social and emotional needs, expanding cultural proficiency training for all staff, strengthening personalized learning plans for all students, and engaging parents and the community in our schools in meaningful ways.

The Board of Education adopted a new Innovation2030 mission, vision, values, focus areas and goals. A team of District 6 leaders will begin work on objectives and strategies for all these goals this fall.



MISSION:

District 6 engages every student in a personalized, well-rounded and excellent education, preparing students to be college and career ready.

VISION:

District 6 engages, empowers and inspires today's students in partnership with families and communities to succeed in tomorrow's world.

FOCUS AREAS



STUDENT LEARNING AND ACHIEVEMENT

District 6 engages all students in a challenging and personalized education, preparing each student to be career and college ready.

- » Goal 1: Provide a personalized learning experience so all students graduate on time and are college and career ready.
- » Goal 2: Implement consistent and coherent aligned curriculum, assessment and instructional practices that are research-based to ensure all students learn.



STRENGTHENING PARTNERSHIPS

District 6 enhances student success by communicating, engaging and collaborating with our communities and school partners.

- » Goal 1: Strengthen relationships with parents and families.
- » Goal 2: Communicate and collaborate with external stakeholders including business, local government and community organizations.



CLIMATE AND CULTURE

District 6 cultivates a safe, healthy and inclusive learning environment for all, embracing our diversity and engaging all stakeholders.

- » Goal 1: Ensure cultural responsiveness throughout the organization.
- » Goal 2: Support the social and emotional wellbeing of students and staff.



OPERATIONAL AND ORGANIZATIONAL EFFECTIVENESS

District 6 ensures innovation, transparency and accountability to our community through measurable outcomes and continuous improvement.

- » Goal 1: Align district resources to maximize student achievement and create a culture of continuous improvement.
- » Goal 2: Maximize the recruitment, hiring, and retention of all employees.

VALUES AND BELIEFS

Our students come first.

We know every child can achieve.

We believe diversity is a strength.

We ensure safe, secure and healthy schools.

We build positive relationships with students, families and communities.

We promote access, opportunity and choice.

We commit to hiring and retaining quality staff.

We commit to excellence, innovation and continuous improvement.

Table of Contents

Greeting

Letter from the Principal	2
Centennial Mission Statement, Vision Statement, Creed, and Beliefs	3
Weld County School District 6 Mission, Vision, Beliefs, and Goals	4

Welcome to Our School

Calendar and Important Dates	7
Home / School Communication	7
School Contact Information	7
School Hours	7
Schedule	7
Telephone	7
Staff List	8
Classroom Parties	9
Birthday Parties	9
Field Trips	9
Lost and Found	9

Attendance and Safety

District Attendance Policy	10
School and District Dress Code	11
School Based Positive Behavior Interventions and Support (PBIS)	13
Student Conduct and Discipline	15
Bully Prevention	16
Tobacco Free Campus	15
Student Use of the Internet	16
Student Email Accounts	17
Student Use of Cell Phones and Other Electronic Communication Devices	18
Weather Closure	18
Health and Medical	19
Playworks and Playground Safety	21
Statement of Nondiscrimination	22

Nutrition

District Letter	23
Meal Prices	23
Breakfast / Lunch	23
Free and Reduced Meal Benefits	23
Wellness Policy	23
Serving Schedule	23

Getting to and From School

Walkers	24
Bicycles	24

Getting Involved

Visitors	25
--------------------	----

Volunteers	25
School Accountability Committee	25
Parent Engagement Meetings	25
Other School Events	25

Welcome to Our School

Home / School Communication

Parent and community communication is very important to the success of our school program. We would like to keep you highly informed, involved, and a part of the education of your child. We realize this close communication cannot happen by any single method. Monthly newsletters, report cards, conferences and our school/district website are a few means by which we hope to meet this challenge. We will continue to use the automated calling system, Parent Link, to inform parents of events, emergencies, or important information. Since this system uses the phone numbers that we have on file, please make sure you keep these numbers current. Parent Link makes the calls in English and Spanish and sends the messages at 5 pm (unless there is an emergency). If you miss the call, the automated system will leave a message.

We would like our parents to keep us informed of any contact information changes that may take place. This information is crucial in times of emergency. If your contact information (address, phone, emergency contacts, etc.) should change during the year, it is important that you let the office know so we can keep the information current.

School Contact Information

Centennial Elementary
1400 37th Street
Evans, CO 80620
Phone Number (970) 348-1100
Fax Number (970) 348-1130

Office Hours: 7:30 a.m. - 4:00 p.m.

School Hours:

Monday 8:40 a.m. - 2:50 p.m.

Tuesday - Friday 7:40 a.m. - 2:50 p.m.

Daily Student Schedule

<u>Monday</u>	<u>Tuesday-Friday</u>
First bell 8:40 a.m.	First bell 7:40 a.m.
Tardy Bell 8:40 a.m.	Tardy Bell 7:40 a.m.
Student dismissal 2:50 p.m.	Student dismissal 2:50 p.m.
Supervision Ends 3:00 p.m.	Supervision Ends 3:00 p.m.

Telephone

Parents should arrange to pick up children after a special activity, intramurals, choir, etc., prior to the student coming to school. Parents should call the school if there are changes to how their children will be picked up from school. School secretaries will make every effort to deliver important messages to the child. We will not call children to the telephone except in **emergencies**. We will allow students to use the telephone to request clean clothes, lunch money, or other emergencies. Forgotten homework, library books, etc., usually do not constitute an emergency.

Centennial Elementary Staff List 2023-24

<u>Position</u>	<u>Name</u>
Art	Nicole Gilbert
Media Specialist	Cami Keel
Music	Christopher Kepley
Physical Education	Jordan Francies
Special Education	Erin Barghelame
Special Education	Melissa Robinson
Special Education	Tiffany Rogers
Special Education	Nakeeza Wilson
Special Ed. Assistant	Allison Aldava
Special Ed. Assistant	Veronica Aldava
Special Ed. Assistant	Joanna Gonzalez
Special Ed. Assistant	Evelyn Grzadzinski
Special Ed. Assistant	Janie Hernandez
Special Ed. Assistant	Vivian Moreno
Special Ed. Assistant	Brittni Rivera
Special Ed. Assistant	Brianne Smith
School Psychologist	TBD
Speech Language Pathologist	Ainsley Middleton
Speech Language Pathologist Assistant	Allie Brown
Occupational Therapist	Jamie Olson
Family Advocate	Isaura Rosa Hernandez
Instructional Assistant	Amanda Jackson
Instructional Assistant	Griselda Najera Valdez
Lunch Monitor	Mandie Collett
Secretary	Jackie Mathews
Health Clerk	Rose Irene Trevino
Building Manager	Marcus Smith
Custodian	Bryan Valencia
Kitchen Manager	Dee Meza
School Nurse	Lynsi Hessler
North Range Therapist	Anita Reynoso
School Social Worker	Rachel Owusu

<u>Position</u>	<u>Name</u>
Kindergarten	Victoria Baker
Kindergarten	Adi Bencomo
Kindergarten	Jessica Gunning
Kindergarten	Sydney Vasquez
1 st Grade	Lizzie Becker
1 st Grade	Danielle Dotson
1 st Grade	Stacey Morgan
1 st Grade	Donavon Reed
2 nd Grade	Jessica Harris
2 nd Grade	Brianne Silhasek
2 nd Grade	Haley Westberg
3 rd Grade	Kylee Bean
3 rd Grade	Juan Meza Martinez
3 rd Grade	Caitlin Wagner
4 th Grade	Natalie Gisness
4 th Grade	Steve Graff
4 th Grade	Abby Neuwirth
5 th Grade	Patricia Fahlstrom
5 th Grade	Angela Piergentili
5 th Grade	Liz Thompson
CLD/Int. Co-Teacher	Jessica Adams
CLD/Int. Co-Teacher	Toni Byrne
CLD/Int. Co-Teacher	Annette Cline
Int. Co-Teacher	Hannah Gallagher
CLD/Int. Co-Teacher	Sara Heimer
.5 Int. Co-Teacher	Gabbie Hertzke
PBIS Teacher	Ren Joyner
READ Act Specialist	Kimberly Reynolds
Gifted & Talented Specialist	Susie Mearsha
Office Manager	Sarah Chacon
Assistant Principal	Kendra Mueller
Principal	Angie McDowell

Classroom Parties

Teachers have classroom parties for Fall Festival, Winter Break, and Valentine's Day. The classroom teacher contacts parents about assisting with the parties. If you would like to donate your time, call your child's teacher. We hope that all parents will find a way to participate in the school parties.

Birthday Parties

Your child may want to celebrate his/her birthday at school by bringing a treat. District Six requests that all treats be commercially prepared and wrapped. Please note that celebrating a birthday is not required, nor are treats expected. Please make sure all treats follow our nutrition policies. Students may share treats in the classrooms during the last 10 minutes of the day. Another way to celebrate a birthday is to donate a book or game to the classroom or school library in the child's name.

Field Trips

Field trips are a fine way to acquaint students with various ideas first hand. Each grade level may take 1-2 field trips per year and it should correlate with their grade level standards. Parents will be informed of the field trip and will give parental permission.

Lost and Found

We place lost items in the lost and found box in the cafeteria. Put your child's name on all clothing, backpacks, lunch boxes, etc. Include the last name and at least the first initial of their first name (Doe, J.). Please check the lost and found anytime you visit school. Please do not permit your child to bring extra money or other valuable items to school. Trading items with other students is not permitted. Much valuable instructional time is often lost due to conflict over rightful ownership of even small items.

Attendance and Safety

District 6 Attendance Policy

It is our philosophy that significant learning for all students is provided each time class is held in Weld County School District 6. This educational opportunity is provided because of in-class participation and high-quality instruction. The benefits of this experience cannot be fully replaced. Consequently, regular and punctual attendance is an important criterion for success in school and absences are detrimental to effective learning.

Excused Absences

- Excused absences are defined as any absence from school due to temporary illness or injury and any other reason deemed acceptable by the school administrator. Parents must call the office to excuse an absence within 48 hours. The school administrator may require verification, such as a physician's statement when absences become habitual.
- The school administrator may call a meeting with the student and their parent or guardian if the child has four excused absences from school in any month, or ten excused absences during any school year. Together we will create a plan to ensure students are in school, learning at high levels.
- Excused Absences Include:
 - Temporary illness or injury
 - Prearranged absence approved by an administrator
 - Extended absences due to physical, mental or emotional disability
 - School-sponsored field trips or activities
 - A work-study program under the supervision of the school
 - Extreme inclement weather
 - Emergency, serious illness or death in the family
 - Participation in religious observances
 - Any absence that occurs when the student is required to be in court or in the custody of the court or law enforcement authorities

Unexcused Absences

- Unexcused absences are absences which are not reported to the school by a parent or guardian within 48 hours, or not judged as excused by the school administration.
- Students who have four unexcused absences in any month or ten unexcused absences during any school year may be called "Habitually Truant."

Tardies

- Monday: All students need to be in their classrooms by 8:50 am. Any student arriving after 8:40 am is tardy and will be required to go to the office to receive a tardy slip.
- Tuesday-Friday: All students need to be in their classrooms by 7:50 am. Any student arriving after 7:40 am is tardy and will be required to go to the office to receive a tardy slip.
- Only students who are ill or have a written doctor's appointment note will be excused. Students dismissed at or before 12:00 pm will be marked absent for a half day.

Perfect Attendance Award

- Students who have no absences (excused or unexcused) and no tardies are eligible to receive a perfect attendance award.

Parents are encouraged to notify the school for student absences, but the absence will be "excused" by the school according to the above guidelines. When a student has reached four excused absences from school in any month or ten excused absences during any school year, the school shall either require a meeting or other form of communication between the student's parent guardian and appropriate school personnel to review and evaluate the reasons for the student being habitually absent from school. A plan may be developed for the student with the goal of assisting the student to remain in school. When practical, the student's parent/guardian may participate with

school personnel in the development of the plan. Any pre-arranged absences must be pre-approved by the school administrator. If you have any questions regarding attendance, please call (970) 348-1100.

Centennial Elementary School Student Dress Code

The Centennial Elementary School uniform dress code aligns with the Weld County School District 6 dress code. We believe that a school uniform helps keep all students focused on learning and helps keep them safe. *Centennial administrators reserve the right to amend any of the rules listed below if it is felt that a student's appearance interrupts instruction or interferes with a student's feeling of safety at our school.*

Uniforms	Expectations	Not Allowed
Shirts	<ul style="list-style-type: none"> Colors: white, gray, yellow, or black Can be short or long sleeved With or without a collar 	<ul style="list-style-type: none"> Other colors, patterns, prints Hoodies Shirts displaying logos, designs, or brand names (except for school name/logo/mascot)
Pants, shorts, or skirts	<ul style="list-style-type: none"> Colors: dark blue, black, or khaki (tan) Black or khaki denim allowed Shorts and skirts should be within 1" of the knee 	<ul style="list-style-type: none"> Other colors, patterns, prints Blue jeans Sweatpants or workout shorts Baggy/saggy pants
Shoes	<ul style="list-style-type: none"> Soled shoes or sandals must be worn at all times. Shoelaces must be tied at all times. 	<ul style="list-style-type: none"> Bedroom slippers Laces tucked in the shoe



Centennial School Student Dress Code Expectations 2023-24

Other Considerations:

- If students have dirty or ripped pants or shirts, please send them to the office.
- Clothing with slogans or pictures advertising drugs, alcohol, sexually inappropriate statements or gang symbols will not be allowed in the school or on the school campus.
- Stripes, logos, words, pictures, designs and/or brand names on shirts or pants are not permitted if they are larger than about a quarter.
- Students will be asked to remove their coats, jackets, sweatshirts, hoodies, etc., while in the building.
- Hats, caps and handkerchiefs should be removed upon entry to school.
- Belts should be worn in an appropriate size and length.
- Clothing should completely cover any and all undergarments. Undergarments should not be a color that can be seen through the uniform shirts.
- Parents may purchase clothing wherever they wish (i.e. uniform store, local businesses, etc.). Clothes purchased must follow the uniform dress code requirements.

Non-Compliance with the Centennial Elementary Dress Code

- It is an expectation at Centennial Elementary School that every student will be dressed within compliance of the dress code guidelines every day of school to curb any or all behavioral issues related to a student's appearance.
- If a student is sent to school out of uniform:
 - Parents are expected to call the office to notify the school of the reason.
 - If parents do not call the office, the parents will be called by the office.
 - Parents will be expected to bring appropriate uniform clothing to the student.
 - If parents cannot bring appropriate uniform clothing to the school in a timely manner, the school staff will make an attempt to clothe the student. appropriately in a uniform from the bank of clothing supplied to the school.
 - The borrowed clothing will be returned to the health clinic at the end of the school day.

Non-Negotiable Universal Student Dress Code Expectations

All students are expected to adhere to the district's Universal Student Dress Code (Board of Education Policy, section JICA):

- Any clothing item or accessory that causes a disruption to school safety, personal safety and/or the learning environment may result in discretionary intervention by school administrators.
- Tattoos, clothing or accessories that display drugs, sexual innuendos, inappropriate language, alcohol, tobacco products or gang connotations are not permitted. Tattoos displaying any of these must be covered at all times.
- No hats are permitted inside of the school building during the school day. If "hoodies" are worn, the hood may not be worn inside of the school. (Religious headwear is an exception.)
- Sunglasses or dark glasses, absent a verified medical condition, are not to be worn or displayed inside of the school building.
- Trench coats are not permitted anywhere on school property.
- Soled shoes or sandals must be worn at all times (for example, no "bedroom" slippers or similar footwear.)
- Undergarments are not to be exposed.
- Inappropriately sheer, tight or low cut clothing that bare or expose traditionally private parts of the body including, but not limited to, the stomach, buttocks, back, breasts or cleavage is not permitted.
- No shaved or notched eyebrows (absent a verified medical condition).
- No red or blue belts or shoelaces.
- No team jerseys or belt buckles that display the numbers 13, 14, 18, 31, 41 or 81.
- No solid red or solid blue shirts (other than designated school uniforms).

- No red or blue “Dickies” or “Southpole” brand pants, shorts or shirts.
- No red or blue bandana or any color bandana that is draped on clothing or hanging out of a pocket.

School Based Positive Behavior Interventions and Support (PBIS)

Our School-wide Climate Plan is designed to help create a climate of safety, teamwork and cooperation, academic excellence, and respect. The plan is based on seven guiding principles. We believe these principles will create an optimal learning environment for the students at Centennial Elementary School. The guiding principles are as follows:

- I. Clear **expectations** for student behavior.
- II. Clear and consistent strategies for **teaching** appropriate behavior.
- III. Clear and consistent strategies for **encouraging** appropriate behavior.
- IV. Clear and consistent consequences that **discourage inappropriate** behavior.
- V. A support system and individual behavioral programs for students with unique or exceptional needs.
- VI. Clearly designed methods for **evaluating** and **revising** the plan.
- VII. The characteristics and philosophy of the behavior plan will be **communicated** to the students and parents.

At Centennial, we blend school wide PBIS and explicit instruction to provide every student the tools to succeed behaviorally. PBIS has been shown to have both short and long-term beneficial effects on academic achievement, decreased discipline, aggression, crime, school attachment, and drug use. All students and staff are taught how to be Safe, Organized, Achieving, and Respectful in all school settings. When students follow these basic rules, results for their behavior include positive recognition, rewards, and self-satisfaction.



Centennial's Positive Behavior Matrix

R U L E E X P E C T A T I O N		Classroom	Hallway	Restroom	Playground	Cafeteria	Bus	Arrival/ Dismissal	Technology	Assembly
	S a f e	-Use HALLS during transitions. -Respect others' space.	-Walk in HALLS. -Walk on the right side of the hallway.	-Tell an adult if restroom needs attention. -Use restroom correctly - Walk in HALLS to and from restroom -Feet on floor -Keep water in sink	-Follow playground rules. -Remain on school grounds. -Follow game rules. -Inform adult of unsafe behavior. -Stay away from unfamiliar adults or animals.	-Keep hands, feet, and objects to self. -Eat your own food. -Stay in HALLS	-Remain seated in one seat until the bus comes to your stop. -Keep hands and objects inside the bus and out of the aisle. -Sit facing the front.	7:30-7:40-Be fore first bell wait in cafeteria/gym 7:40 – Walk in HALLS to your class 7:50 – Be in your classroom at the second bell 3:10 – Walk in HALLS with your teacher to your dismissal spot	-Carry one device at a time using both hands with lid closed. -Sit in a safe place and keep device flat.	-Enter and exit in HALLS. -Maintain personal space.
	O r g a n i z e d	-Put learning materials away neatly when finished. -Be responsible for your materials.	-Stop at the posted stop signs. -Keep backpack closed. -Stay with your class. -Shirts are tucked in.	-Follow 1,2,3, procedures: 1 Turn water on. 2 pumps of soap. 3 Gentle pulls on paper towels.	-Put equipment away appropriately and neatly. -Iceberg with two whistles -Line up promptly with the long whistle	-Gather all items to eat before sitting down. -Keep food on tray -Follow cafeteria dismissal: 1. Pick up 2. Step out 3. Grab & go	-Be responsible for your own belongings. -Put backpacks on lap.	-Keep materials in backpack. -Be responsible for personal belongings.	-Use your assigned device. -Save your work in appropriate folders. -Plug your device into the appropriate spot when finished.	-Sit in STAR. -Use bathroom before assembly. -Stay seated until your class is dismissed.
	A c h i e v i n g	-Sit in STAR -Show perseverance and integrity on your work. - No opt. out	-Go directly to your destination.	-Flush toilet after use. -Leave the restroom clean -Return directly to designated area when finished.	-Start and end recess in your class line -Listen for instructions. -Be responsible for jackets and other belongings.	-Focus on eating first. -Only talk to neighbors next to you.	-Board or exit the bus only at your stop. -No eating or drinking on the bus.	-Be on time to school. -Be where you need to be when you need to be there.	-Know your username and password. -Use only sites you are told to use. -Log off correctly. -Stay focused and show effort. -Use BEST	-Actively listen to speaker or performer. -Be ready and willing to participate.
	R e s p e c t f u l	-Actively listen. -Respect self and others. -Follow directions the first time. -Track the teacher.	-Voice level =0 -Respect others' personal space.	-Voice level = 1 -Respect privacy. -Lock stalls when entering and unlock when leaving.	-Respect school property. -Share equipment. -Use positive talk -Take turns. -Use good sportsmanship. -Be a buddy	-Voice Level=1 -Wait your turn. -Use please and thank you to all staff.	-Use designated voice level. -Follow the bus driver's instructions. -Sit in STAR.	-Keep hands, feet, and other objects to self. -Respond correctly to adult directions. -Respect others' personal space.	-Tap keys and screen gently. -Be patient while loading. -Listen to teacher instructions -Return equipment in same condition.	-Clap appropriately. -Sit in STAR. -Track the performers/ speakers.

Student Conduct and Discipline

Centennial believes in Positive Behavior Interventions and Support to help us to be as effective as possible so children learn to make positive behavior choices and work through any interpersonal problems they may experience. According to Board Policy regarding student conduct, every student is expected to follow accepted school rules of conduct and to show respect for and to obey persons in authority. Certain behavior, especially behavior that disrupts the classroom, is unacceptable and may result in disciplinary action by an administrator. The administrator will follow the district student conduct and discipline code for inappropriate behaviors and the student will receive appropriate consequences for the behavior. The code shall be enforced uniformly, fairly, and consistently for all students. The discipline philosophy at Centennial Elementary School is intended to help all students act responsibly and respectfully toward others in our school community.

Bully Prevention

Bullying is the use of coercion to obtain control over another person or to be habitually cruel to another person. Bullying can occur through written, verbal or electronically transmitted expression or by means of a physical act or gesture. Bullying is prohibited on district property, at district or school-sanctioned activities and events, when students are being transported in any vehicle dispatched by the district or one of its schools, or off school property when such conduct has a connection to school or any district curricular or non-curricular activity or event.

A student who engages in any act of bullying is subject to appropriate disciplinary action, including suspension, expulsion and/or referral to law enforcement authorities. The severity and pattern of the bullying behavior, if any, shall be considered when disciplinary decisions are made.

Teachers who observe or become aware of bullying shall take appropriate steps to intervene and/or report such behavior to the school principal. Parents and students who become aware of bullying are encouraged to report it to the school administration.

Anti-bullying efforts are aligned with PBIS and are evidence-based practice. Centennial has developed a comprehensive plan that will further address practices that promote awareness, focus on prevention, and help us respond in consistent and appropriate ways. The School Board has adopted Policy JICDE regarding bullying prevention and education in schools. Board policies are revised as state laws and regulations change.

Tobacco Free Campus

To promote the general health, welfare, and well-being of students and staff, smoking, chewing, or any other use of any tobacco product by staff, students, and members of the public is prohibited on all school property. Possession of any tobacco product by students is also prohibited on school property.

Signs will be posted in prominent places on all school property to notify the public that smoking or other use of tobacco products is prohibited in accordance with state law and district policy. This policy will be published in all employee and student handbooks, posted on bulletin boards, and announced in staff meetings.

Any member of the general public considered by the superintendent or designee to be in violation of this policy will be instructed to leave school district property. Employees found to be in violation of this policy will be subject to appropriate disciplinary action.

Disciplinary measures for students who violate this policy may include in-house detention, revocation of privileges, and exclusion from extracurricular activities. Repeated violations may result in suspension from school. In accordance with state law, no student will be expelled solely for tobacco use.

Please refer to Board policy ADC for more information.

Student Use of the Internet

Weld County School District 6 encourages students to use the Internet and electronic communications, such as e-mail, to help them with their schoolwork. Using the school computers and the Internet is a privilege, not a right. Students have no expectation of privacy when using the school's computers. Students shall use district computers and computer systems in a responsible, efficient, ethical, and legal manner. Students are expected to follow these rules:

- Use the Internet only when the teacher has given permission.
- Tell the teacher immediately if they unintentionally access inappropriate material while using the Internet or electronic communications.
- Never log in with someone else's name and password.
- Never give others personal information while using the Internet or electronic communications unless specifically approved by the teacher or counselor.
- Never arrange face-to-face meetings with persons met on the Internet or through electronic communications.
- Do not use the internet or electronic devices to bully, harass, threaten, demean, or promote violence or hatred against another person or group of persons.
- Do not vandalize technology equipment or the district network. This will result in cancellation of privileges and may result in school disciplinary action and/or legal action.
- Only use licensed software provided by the school and not load any personal software onto the computer.

Student Email Accounts

Greeley-Evans Weld County School District 6 will provide a free email account for every student. Having an email account will allow students to email teachers questions and receive classroom updates. Depending on the teacher, students may also be able to turn in assignments using email.

All students will receive training on appropriate use of email before teachers provide them with their usernames and passwords. Training will include: dealing with potential bullying, handling email from unknown senders, general email etiquette, and informing students that email messages leave a permanent digital record. Parents are encouraged to use CommonSense Media resources to learn how to support their children as they navigate the online world. Resources can be accessed by visiting the following website (<http://www.commonsensemedia.org>).

If you do NOT want your student to have a district provided email account, you may fill-out a “Student Electronic Mail (email) Opt-Out Form” in the office of any district school. Otherwise, your child will be assigned a school email account.

Acceptable use of email falls under the Board of Education policy governing student use of the Internet and electronic communications. Policy JS states that no student shall access, create, transmit, retransmit, or forward material or information:

1. That promotes violence or advocates destruction of property including, but not limited to, access to information concerning the manufacturing or purchasing of destructive devices or weapons.
2. That contains pornographic, obscene, or other sexually oriented materials, either as pictures or writings, which are intended to stimulate erotic feelings or appeal to prurient interests in nudity, sex, or excretion.
3. That harasses, threatens, demeans, or promotes violence or hatred against another person or group of persons in violation of the district’s nondiscrimination policies.
4. That uses inappropriate or profane language likely to be offensive to others in the school community.
5. That is knowingly false or could be construed as intending to purposely damage another person's reputation.
6. That contains personal information about themselves or others, including information protected by confidentiality laws.
7. Using another individual’s Internet or electronic communications account without written permission from that individual.
8. That impersonates another or transmits through an anonymous remailer.

If you have questions, please contact the school administrator.

Student Use of Cell Phones and Other Electronic Communication Devices

The Board of Education believes personal technology devices may be useful tools for students in the educational environment and can play a vital communication role during emergency situations. However, use of personal technology devices (PTD) in school situations must be regulated to assure that the use of such devices does not disrupt or interfere with the educational process or school operations. Therefore, students may only use PTDs on district property, on a district vehicle or at a district or school-sponsored activity or event in accordance with this policy.

For purposes of this policy, “personal technology device” (PTD) includes any privately-owned portable technology device, including but not limited to cell phones, pagers, tablets, laptops, cameras, audio and/or video recorders and players, and all other hand-held electronic communication and data storage devices. students may use PTDs as a designated tool for learning if authorized by the student's teacher. It is the student's responsibility to ensure that the PTD is turned off or placed in silent mode during unauthorized times. Students' use of PTDs with cameras and/or video recording capabilities is prohibited in locker rooms, bathrooms, or any other location where such use could violate another person's reasonable expectation of privacy. Students shall not use PTDs to engage in, promote or facilitate any other conduct that violates the student code of conduct, other Board policies or regulations, or state or federal law.

Movies

If you are needing to use a movie for any reason, the movie must be rated G. A letter must be sent home prior to showing the movie for any other ratings, including PG movies.

Weather Closure

In the event that schools are closed due to extreme weather or other situations, parents can tune in to local radio, television stations, or go online to Weld County School District 6's website at www.greeleyschools.org to find out about school closures the morning of the day in question. The announcement regarding the closure of school is broadcast by approximately 6:00 a.m. Please do not call the school. It is extremely important that the telephone lines be kept open during times such as these.

Health and Medical

Health Services - Who are we?

- District 6 has **School Health Clerks** who are the main care-givers in health offices in all district and charter schools. They perform first aid and care for ill children, administer medications, perform health screenings, manage immunization and health records. They are available to answer questions and are able to contact School Registered Nurse Consultant at all times. Health Clerks have taken a health clerk training course and have yearly CPR, First Aid, Medication Administration, and other trainings as needed for specific student health needs.
- District 6 has **School Registered Nurse Consultants** who work as a team with health clerks, school administration and staff to provide physical, mental, and social support to help children learn. School Registered Nurse Consultants are trained with an RN-BSN and have obtained School Nurse licensure through CDE. School Nurses are responsible for preparing health care plans, documenting health histories, collaborating with special education team on educational plans, delegating to unlicensed personnel who provide care for students, assisting with health education units, consulting with outside health providers and agencies.

Illness/Injury, Emergency Information

- Accidents/Illness/Injury -Health office staff or other qualified personnel will administer first aid for any ill or injured student. If needed, parent/guardians will be contacted and in extreme cases, 911 may be called.
- Emergency information - **PLEASE KEEP EMERGENCY CONTACT INFORMATION UPDATED WITH THE FRONT OFFICE STAFF.** We need to be able to contact you if your child is ill or injured.

Medications

- If your child must have medication of any type during school, including prescription or over-the-counter medicine (pills, syrups, cough drops, eye drops, creams, ointments, inhalers, injectable), you have three choices:
 - Parents/Guardians may come to school and give it to their child at the appropriate time.
 - Parents/Guardians and health care providers may complete and sign a physician authorization form. The medication must be in a pharmacy-labeled bottle or original packaging with instructions.
 - Parents/Guardians may discuss with their health care provider an alternative schedule so the medication can be given outside of school hours.
- Medications of any sort (over the counter or prescription) are not to be in the possession of students, except for those with written authorization from their health care provider, their family and school registered nurse consultant.
- If your child will need any medication or treatment at school, please obtain a copy of the physician authorization form from the health office or download from health services website <http://www.greeleyschools.org/Page/8183>

Health Questionnaire / Students with Health Concerns

- Health questionnaires - It is extremely important that parents/guardians complete the annual health questionnaire and **Emergency Information** form.
- Students with known health concerns - School Registered Nurse Consultants write Health Care Plans (HCP) for students that require specific procedures at school.
 - All students who have diabetes, seizures, severe allergies, severe asthma or who have any medication (prescription or over the counter) in school should have a HCP. Other disorders may also have specific precautions which would require a HCP. PLEASE contact the school Health Clerk or School Nurse if you have concerns about your child's health.
 - Students with Severe Asthma, Severe Allergies, Seizure Disorder or Diabetes - forms are available from health office or on health services website for physician completion <http://www.greeleyschools.org/Page/8183>

Immunizations

- Immunizations are an important part of our children's health care and Colorado Law requires that children going to school be vaccinated to prevent vaccine-preventable disease. Students are not permitted to attend school without meeting immunization requirements or having a signed personal, medical, or religious exemption.
- If parents have concerns about immunizations and vaccine safety, visit www.ImmunizeForGood.com . The Colorado Immunization Program's website is located at www.ColoradoImmunizations.com.
- Schools work hard to ensure compliance with the immunization laws. Your help in providing updated immunization records at school registration and when your child receives additional vaccine(s) is greatly appreciated.

Screenings

- Hearing and vision screenings are conducted annually by health services staff including District Audiologist. The following grades are screened: Pre-K, K, 1, 2, 3, 5, 7, and 9, all new students, and students with special education needs - per the State of Colorado guidelines.
- Glasses when prescribed by an eye care professional are extremely crucial to student success. Please make sure students wear them daily at school.

- Students who do not pass vision screening will receive a “referral” for follow-up care. Students who do not pass hearing screening will continue to be monitored by school audiologist.

Loaned Clothing

- The health office has a limited supply of extra clothing for accidents. Please wash and return these clothes at your earliest convenience.

Parent Health Resources

- Health office staff members are happy to assist parents in finding health information and access to health care.

School Wellness

- Research shows that children perform better in school when they eat healthy and are physically active. To support academic achievement and healthy living, District 6 offers exciting wellness opportunities for both students and employees. Please visit www.greeleyschools.org/wellness.

When to keep your child home / Exclusion from school for health reasons

Healthy Children Learn Better. The following Exclusion Guidelines will be utilized to determine if a student should be sent home because of illness.

Symptom	Exclusion Guidelines
Fever - Temperature of 100.4° F or greater	The child or staff member may return to school or child care if the fever has been resolved for 24 hours without fever reducing medications unless the fever is caused by an illness that requires them to stay home longer.
Diarrhea-Frequent, loose, or watery stools (poop) compared to normal ones that are not caused by food or medicine.	The child or staff member may return to school or child care 24 hours after their last episode of diarrhea unless the diarrhea is caused by an illness that requires them to stay home longer. If the diarrhea is explained by a specific illness, then the child or staff can return to school or child care following exclusion guidelines for that illness.
Flu-Like Symptoms Fever, Sore throat, Runny nose, congestion	Children and staff may return to school or child care as long as they are fever-free for 24 hours without the use of fever-reducing medications and other symptoms are improving.
Vomiting/Throwing Up	Unless the vomiting is related to an existing long-term medical condition or is explained by a diagnosed condition not requiring the person to stay home. If the vomiting is unexplained and not consistent with the person's normal state of health, the child or staff member may return 24 hours after their last episode of vomiting. If the vomiting can be explained by a specific illness, then follow the exclusion guidelines for that illness. If a child with a recent head injury vomits, seek medical attention.
Chicken Pox	Until the blisters have dried and crusted (usually 6 days), or in immunized people without crusting, until no lesions within 24 hour period.
Croup, RSV (respiratory syncytial Virus)	Should remain out of school or child care setting until they are fever free 24 hours without the use of fever-reducing medications and other symptoms have been improving for 24 hours.
Strep Throat	12 hours after starting antibiotics unless the doctor says it is okay to return to school sooner.
Lice	Exclusion is for children found with live head lice only, may return after they have had the first treatment. *Research does not support school exclusion for nits (lice eggs).
Impetigo	Children and adults need to stay home until 24 hours after antibiotic treatment has started.
Mouth Sores	If a student is drooling uncontrollably.
Rash	If a student has symptoms in addition to the rash such as behavioral change, fever, joint pain, bruising not associated with injury, or if the rash is open and oozing.
Ringworm	May stay in school until the end of the day, but may not return until they have had the first treatment. Keep the area covered for the first 3 days.
Stomach Ache or Abdominal Pain	If the pain is severe, if the pain appears after an injury, or if the student had symptoms in addition to the stomach ache such as vomiting, fever, diarrhea, etc.
Swollen Glands	If the student has symptoms in addition to the swollen glands such as difficulty breathing or swallowing, fever, etc.

Norovirus	Exclude children and staff for at least 48 hours after their last episode of vomiting and/or diarrhea.
Contagious Illness	Students on antibiotics for contagious illnesses, such as strep throat, tonsillitis, bronchitis, or pneumonia, must stay home until antibiotics have been taken for 24 hours or longer if directed by a healthcare provider or public health department. All skin lesions must be covered by a bandage or clothing during the school day. This may include impetigo, ringworm, scabies, and other fungal, bacterial or viral skin infections.
Other Vaccine Preventable Diseases - Measles, Mumps, Rubella and Pertussis	Children and staff can return to school once they are no longer contagious (see Infectious Disease Guidelines). Public health consultation may be necessary.

Playworks

During all of our recesses at Centennial, we are implementing Playworks. Playworks is a program that promotes environments of **respect** and **inclusion** while creating **healthy communities** through **healthy play**. During the school year, we will be explicitly teaching positively structured, inclusive games to play on the playground so that students are safer and have more fun at recess.

We have observed an increase in the number of students playing games together on the playground. Our students are happier and have more fun at recess. The kids are excited about playing and are consistently finding way to solve problems within the games by using 'Ro Sham Bo' or starting over again instead of arguing. Playworks has also helped to avoid arguments, fights, and hurt feelings. We will continue to teach more games to our students and provide them with additional choices for positive play at recess.

Playground Safety

General Rules

Play nicely with each other. No fighting, play fighting or wrestling.
 Use respectful language.
 Line up immediately when you hear the bell or whistle.
 Walk on paved areas.
 Running is permitted on the grass only.
 Wood chips need to stay on the ground. Do not throw wood chips.

Slides

One student may use the slide at a time.
 Slide on your bottom with your feet first.

Swings

One student may use a swing at a time.
 Sit on your bottom.
 Swing back and forth- do not twist.

Play Structures

Pushing and shoving is not permitted.

Footballs, Basketballs, Soccer balls

Use equipment appropriately.



PLAYWORKS

Statement of Nondiscrimination

Notice of Nondiscrimination/Equal Opportunity

In compliance with Titles VI & VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act of 1967, the Americans with Disabilities Act, the Genetic Information Nondiscrimination Act of 2008, and Colorado law, Greeley-Evans School District 6, Greeley, Colorado, does not unlawfully discriminate against otherwise qualified students, employees, applicants for employment, or members of the public on the basis of disability, race, creed,color, sex, sexual orientation, marital status, national origin, religion, ancestry, or need for special education services. Discrimination against employees and applicants for employment based on age, genetic information, and conditions related to pregnancy or childbirth is also prohibited in accordance with state and/or federal law.

Complaint procedures have been established for students, parents, employees and members of the public. Any student or parent/guardian who believes they have been a victim of unlawful discrimination or harassment as defined in Board policy, or who has witnessed such unlawful discrimination or harassment, is encouraged to immediately report it to an administrator, counselor, teacher or the district's Compliance Officer and/or file a complaint as set forth in Board policies AC-E2 or AC-E3. No student or parent/guardian shall be subject to adverse treatment in retaliation for any good faith report of discrimination or harassment The following person has been identified as the Compliance Officer and Title IX Coordinator for the district:

District 6 Compliance Officer and Title IX Coordinator:

Mr. Jim Donahue
1025 Ninth Avenue
Greeley, CO 80631

Outside Agencies:

Complaints regarding violations of Title VI (race, national origin), Title IX (sex/gender), Section 504/ADA (handicap or disability), may be filed directly with the Office for Civil Rights, U.S. Department of Education, 1244 North Speer Boulevard, Suite 310, Denver, Colorado, 80204. Complaints regarding violations of Title VII (employment) and the ADEA (prohibiting age discrimination in employment) may be filed directly with the Federal Office of Equal Employment Opportunity Commission, 303 E. 17th Avenue, Suite 510, Denver, Colorado, 80202, or the Colorado Civil Rights Commission, 1560 Broadway, Suite 1050, Denver, Colorado, 80202. For more information, please see Board policies: AC-E1 Nondiscrimination/Equal Opportunity (Notice of Non-Discrimination), AC Nondiscrimination/Equal Opportunity, and JB Equal Educational Opportunity, or as described in the Complaint and Grievance process summarized below.

Prohibition Against Sexual Harassment Under Title IX

The district is committed to maintaining a learning environment that is free from sex-based discrimination, including sexual harassment. It is a violation of policy for any staff member to harass students or for students to harass other students through conduct or communications of a sexual nature, or to retaliate against anyone that reports sexual harassment or participates in a harassment investigation. The District is committed to addressing all sexual harassment or allegation of sexual harassment that fall under Title IX in the manner prescribed by Title IX.

For more information about District 6 rules, regulations, and grievance procedures under Title IX, please refer to Board policies AC-E1, AC-R2, AC-E3 and JBB.

Nutrition

Weld County School District 6 Nutrition Services Department is taking a proactive approach to offering healthier and fresher foods for the students in our community. Our 'home-cooked' meals are prepared fresh daily utilizing whole, natural ingredients. Eliminating processed foods and replacing them with items made 'from scratch' has allowed the department to significantly reduce the amount of sodium, preservatives and other artificial ingredients that are served to our students. In addition, the Nutrition Services Department continues to expand its Farm to School Program by purchasing fresh produce from local growers. This provides our students with the freshest fruits and vegetables possible, while also supporting the local community. If you ever have a question, concern or want to give some general feedback, please contact us at schoolfood@greeleyschools.org or call the Nutrition Office at (970) 348-6600.

2023-2024 Meal Prices

Meal Type	Elementary	Middle School	High School	Adults
Breakfast	Free	Free	Free	N/A
Lunch	Free	Free	Free	N/A

Breakfast/Lunch

Breakfast is served each morning at school. Hot lunch is also served each day. School menus are posted on the district website. If students bring a sack lunch, please do not send pop or food in glass containers.

Wellness Policy

Research shows that children perform better in school when they eat healthy and are physically active. To support academic achievement and healthy living, Weld County School District 6 offers exciting wellness opportunities for both students and employees. With devotion to wellness programming for the entire district, healthy initiatives are changing behaviors for life. District 6 has strategies in place to improve eating habits, increase physical activity, and provide a healthier school atmosphere.

Serving Schedule

Monday-Friday

Lunch Time

Kindergarten	12:00 p.m.
First Grade	12:40 p.m.
Second Grade	11:20 a.m.
Third Grade	11:40 a.m.
Fourth Grade	11:00 a.m.
Fifth Grade	11:40 a.m.

Transportation

Walking To and From School

Your child's safety is a major concern of the school district, whether he/she is in school or out of school. It is important children learn to be safe at an early age. Parents should talk to their children about safety measures.

1. Allow yourself enough time to arrive at school no earlier than 7:20 a.m.
2. Walk on the sidewalk.
3. Cross only at intersections protected by adult crossing guards.
4. Obey the crossing guards.
5. Refuse to enter or approach strange automobiles.
6. Proceed directly to school or home before beginning to play.
7. Be considerate of smaller children.
8. Be respectful of the neighbors and their property.

Bicycle Safety Rules

All students may ride bicycles to and from school. We strongly recommend that students wear helmets when riding bicycles to and from school. Students are highly discouraged from riding their bicycles to school on icy and snowy days. Upon arrival at school, please make sure that your child has an adequate lock for his/her bike. Bicycles are not to be ridden on the playground, blacktop, or sidewalk. The school is not responsible for bikes that are vandalized or stolen.

If a student is found to be in violation of these rules, a staff member will give the student one warning. A teacher will also communicate this warning to the parents. If a second infraction occurs, the child may not be permitted to ride a bicycle to school for 30 days.

Students riding skateboards, scooters, or roller blades must follow the same rules as those riding bicycles. Skateboards and rollerblades should be stored in a location that will not disrupt learning. Scooters should be locked in the bike racks. Again, we strongly recommend that students wear helmets when riding bicycles, skateboards, scooters or roller blades to and from school.

Getting Involved

Parent Visitors

In order to help ensure a safe, secure environment at our school, all outside doors will be locked during the regular school day. All visitors should use the intercom system located at the front main doors of the school to gain entry into Centennial.

Volunteers

Parent and community involvement is an important connection to a positive educational environment. We invite our Centennial families to volunteer and we have a variety of opportunities for our parents to do this. Please visit the office for an application and additional information on volunteering. When our parents are involved, all of our school community will benefit. A cooperative effort between school and home has a positive impact on your child's academic growth. Please contact the office for more information.

School Accountability Committee:

Our School Accountability Committee meets several times throughout the year in the school library. We are always looking for parents and community members who are willing to serve on this committee.

- September 28, 2023 from 3:30 to 4:00 p.m.
- February 22, 2024 from 3:30 to 4:00 p.m.
- April 11, 2024 from 3:30 to 4:00 p.m.

Parent Engagement Meetings:

Centennial will have several Parent Engagement Meetings this year. These meetings allow our school community to unite in learning and fellowship for the evening.

- | | |
|---|---|
| • Carnival Fame Family Engagement Night | September 28, 2023 from 4:00 to 6:00 p.m. |
| • 3rd-5th Grade Choir Concert | November 2, 2023 from 5:30-7:00 p.m. |
| • Parent Engagement Night | February 22, 2024 from 4:00 to 6:00 p.m. |
| • K-2 Choir Concert | March 7, 2024 from 5:30-7:00 p.m. |
| • CAMP | April 11, 2024 from 4:00 to 6:00 p.m. |

Parent Teacher Conferences:

- October 9, 2023 from 11:30 a.m. to 7:30 p.m.
- October 12, 2023 from 3:30 p.m. to 7:30 p.m.
- February 5, 2024 from 11:30 a.m. to 7:30 p.m.
- February 8, 2024 from 3:30 p.m. to 7:30 p.m.

Back to School Night BBQ: August 10, 2023 from 4:00 p.m. to 6:00 p.m.