



**2023-2024**

**Greeley-Evans School District 6**  
**Parent-Student Handbook**



Greeley-Evans School District 6

**I'm District 6.**

[www.greeleyschools.org/handbook](http://www.greeleyschools.org/handbook)



# GREELEY-EVANS SCHOOL DISTRICT 6

# DIRECTORY



Greeley-Evans School District 6

**I'm District 6.**

**GREELEY-EVANS SCHOOL DISTRICT 6**

1025 9TH AVENUE  
GREELEY, COLORADO  
970-348-6000

DEPARTMENT	EXTENSION
Admissions	6062
Benefits	6114
Communications	6000
Custodial	6800
Facilities	6400
Family Center	4700
Human Resources	6070
Nutrition	6600
Information Technology (IT)	6500
School Leadership	6265
Service Center	6600
Special Education	6103
Superintendent's Office	6012
Payroll	6116
Transportation	6800



[www.greeleyschools.org](http://www.greeleyschools.org)

## 2023-2024 Student Calendar

	= Students are in school
	= Students are <i>NOT</i> in school

### August 14-15, 2023

Grades 1-12 Students' first day of school  
8/14: All 9-12th grade, 1st-8th grade A-L  
8/15: 1st-8th grade M-Z

### August 17-18, 2023

Preschool and Kindergarten  
Students' first day of school  
8/17: Pre-K/K A-L  
8/18: Pre-K/K M-Z

### September 4, 2023

Holiday – District Closed, No school

### September 25, 2023

No school for students

### October 9, 2023

No school for students

### October 27-30, 2023

No school for students

### November 20-24, 2023

Thanksgiving Break, No school for students

### December 21, 2023-January 8, 2024

Winter Break, No school for students

### January 15, 2024

Holiday – District Closed, No school

### February 5, 2024

No school for students

### February 19, 2024

Holiday – District Closed, No school

### March 11-15, 2024

Spring Break, No school

### March 25, 2024

No school for students

### April 25-26, 2024

No school for students

### May 23, 2024

Students' last day of school

### May 23-25, 2024

High School Graduation Days

### June-July, 2024

Summer Break, No school

July 2023						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 2023						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September 2023						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 2023						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2023						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December 2023						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

January 2024						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2024						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2024						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 2024						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 2024						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June 2024						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

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**Note:** Complete, detailed copies of all district policies and regulations are available on the District's website at <https://www.greeleyschools.org/>.



## **I. INTRODUCTION**

This handbook serves as a resource to our families and students and includes important information about our District. Parents and Students are expected to be knowledgeable about and comply with District 6 policies and those policies which may be unique to each individual school, including ones which may not be included in this publication.

**Please keep in mind much of the information contained in this handbook is in summary form. Complete, detailed copies of all district policies and regulations, including revisions which may have occurred after publication of this document, are available on The Greeley-Evans School District 6 Board of Education's website at <https://www.greeleyschools.org/domain/3490>. Policies and regulations are subject to change as necessary at any time during the school year. Please refer to the links included in this document for more information.**

If you are having trouble with online access, policies may be reviewed at the administrative office of any District 6 school or by calling the District 6 Communications Department at 970-348-6000. A printed copy of the Student Parent Handbook may be requested at no cost in the administrative office of any school or by calling the District 6 Communications Department at 970-348-6000.

**Note to parents of students at District 6 charter schools (e.g., Frontier Academy, Salida Del Sol Academy, Union Colony Elementary, Union Colony Preparatory, University Schools, and Westridge Academy):** Some of the rights and responsibilities contained in this handbook have been waived at your school. For specific rights and responsibilities at your school, please contact your school administration. Your school may also have a different calendar and forms.

## **II. LEGAL NOTIFICATIONS**

### **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, gender identity, gender expression, 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.

A lack of English language skills will not be a barrier to admission and participation in the District's career and technical education programs (CTE). Students have the opportunity to participate in a number of career pathways, including but not limited to the following areas: Agriculture, Alternative Cooperative Education, Business Education, Construction, Culinary Arts, Engineering Academy, Engineering Technology, Entrepreneurship, Family and Consumer Science, Fashion Design, Finance Pathway, Graphic Design, Health Services, Industrial

Technology, Information Technology, Interior Design, Manufacturing (Advanced) Pathway, Marketing, Math & Science Academy, Multimedia, Performing Arts, Teacher Cadet, and Visual Arts. Participation in the District's CTE programs are open for all students at no cost to the students/families, however some CTE programs have limited space or require successful completion of minimum prerequisite courses to be eligible. For participation information, please contact your school's counselor or the CTE program teacher. Additionally, please visit the District's CTE webpage [HERE](#) to learn more about the many CTE programs District 6 has to offer.

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-R1](#), [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:

Annette Overton, Assistant Superintendent of Human Resources  
1025 Ninth Avenue  
Greeley, CO 80631  
Phone: 970-348-6074  
Email: [joverton@greeleyschools.org](mailto:joverton@greeleyschools.org)

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](#).

### **Homeless Students Notification**

Specific rights and protections are ensured to parents, children and youth experiencing homelessness as defined under the McKinney-Vento Homeless Assistance Act and State law. Homeless students shall be provided access to education and other services that they need to ensure that they have an opportunity to meet the same student performance standards to which all students are held. All educational decisions shall be made in the best interests of the student.

For more information about services for homeless students refer to Board policy [JFABD](#), visit our website at <https://www.greeleyschools.org/Page/18830>, or contact the local liaison assigned to your school.

### **Notification of Rights under the Family Educational Rights and Privacy Act (FERPA) & Colorado Open Records Act (CORA)**

The staff and administrators of District 6 safeguard the educational records of students in accordance with the requirements of federal and state laws, and consistent with district policy. Disciplinary information regarding a student may be provided to another school where a student moves, transfers, or makes an application for transfer. Consent of the parent, guardian or student to release the information is not required.

A principal or designee may communicate disciplinary information about a student enrolled in the school to all teachers and/or counselors who have direct contact with the student. The teachers and counselors who receive disciplinary information must keep it confidential and do not have the authority to communicate the information to another person.

The Family Educational Rights and Privacy Act ("FERPA") and Colorado law afford parents/guardians ("parents") and students over 18 years of age ("eligible students") certain rights with respect to the student's education records, as follows:

1. The right to inspect and review the student's education records within a reasonable time period after the request for access is made (not to exceed 45 days). See [JRA/JRC-R](#).
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading or otherwise in violation of the student's privacy rights. See [JRA/JRC-R](#).
3. The right to privacy of personally identifiable information in the student's education records, except to the extent that FERPA and state law authorize disclosure without consent. See [JRA/JRC-R](#).
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:  
Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-8520.
5. The right to refuse to permit the designation of any or all of the categories of directory

information. See [JRA/JRC-R](#).

6. The right to request that information not be provided to military recruiting officers.

For more information about students and parents rights and responsibilities under FERPA, please refer to Board policies [JRA/JRC-R](#), [JCA/JRC-E1](#), [JRCB](#), and [KBBA](#), or contact the Student Records and Transcripts Department for Greeley-Evans, Weld County School District 6. See website for more details at [Records & Transcripts](#).

Additionally, the Colorado Open Records Act (CORA) generally requires education records to be available within 3 days of the day the School receives a request for access. For more information about CORA, please refer to Board policies [BEC](#), [GBJ](#), and [KDB](#).

### **FERPA Notice for Directory Information**

FERPA requires that the District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, the District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the District to include this type of information from your child's education records in certain school publications.

"Directory information" means information contained in a student's education record that would not generally be considered harmful or an invasion of privacy if disclosed. Directory information which may be released includes but is not limited to: the student's name, e-mail address, photograph, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, grade level, enrollment status, degrees, honors and awards received, the most recent previous education agency or institution attended by the student, and other similar information. Directory information also includes a student identification number or other unique personal identifier displayed on a student ID badge or used by the student to access or communicate in electronic systems, but only if the identifier cannot be used to gain access to student education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a password known only by the authorized user. Student telephone numbers and addresses shall not be disclosed pursuant to this section.

In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories – names, addresses and telephone listings – unless parents have advised the LEA that they do not want their student's information disclosed without their prior written consent.

The parent or eligible student has the right to refuse to permit the designation of any or all of the categories of directory information if such refusal is received in writing in the office of the principal of the school where the student is in attendance no later than September 7 or the following Monday if September 7 is a Saturday or Sunday of the current school year.

### **Sharing of Student Records/Information between School District and State Agencies**

It is the Board of Education's intention to utilize all avenues under state law to facilitate the sharing of relevant student records and information when necessary to protect the safety and



welfare of school district staff, visitors, students, and the public and to protect property.

#### Sharing of information by the school district

Disciplinary and attendance information shall only be shared with a criminal justice agency investigating a criminal matter concerning a student enrolled or who will enroll in the school district when necessary to effectively serve the student prior to adjudication. Such information shall only be shared upon written certification by the criminal justice agency that the information will not be disclosed to any other party, except as specifically authorized or required by law, without the prior written consent of the student's parent/guardian.

School personnel who share disciplinary and attendance information concerning a student pursuant to this policy are immune from civil and criminal liability if they act in good faith compliance with state law.

Nothing in this policy shall prevent administrators, teachers or staff from disclosing information derived from personal knowledge or observation and not derived from student's education records.

#### Information obtained from state agencies

Within the bounds of state law, school district personnel shall seek to obtain such information regarding students as is required to perform their legal duties and responsibilities, including protecting public safety and safety of the student. Such information may be obtained from the judicial department or any state agency that performs duties and functions under the Colorado Children's Code.

If such information is shared with another school or school district to which a student may be transferring, it shall only be shared in compliance with the requirements of federal law, including the Family Education Rights and Privacy Act ("FERPA").

When a petition is filed in juvenile court or district court that alleges a student between the ages of 12 to 18 years has committed an offense that would constitute unlawful sexual behavior or a crime of violence if committed by an adult, basic identification information, as defined in state law, along with the details of the alleged delinquent act or offense, is required by law to be provided immediately to the school district in which the juvenile is enrolled.

Please refer to Board policy [JRCA](#) for more information.

#### **Sex Offenders**

Colorado Revised Statute 22-1-124 instructs school districts to notify parents of their right to request information concerning registered sex offenders in the community. More information on accessing such information may be obtained online at either of the following:

[http://dcj.state.co.us/odvsom/Sex\\_Offender/SO\\_Pdfs/schoolresourceguideregistration.pdf](http://dcj.state.co.us/odvsom/Sex_Offender/SO_Pdfs/schoolresourceguideregistration.pdf)  
OR

[http://www.cde.state.co.us/cdeprevention/download/pdf/School\\_Sex\\_Offender\\_Guide.pdf](http://www.cde.state.co.us/cdeprevention/download/pdf/School_Sex_Offender_Guide.pdf)

Furthermore, according to the Sex Offender Registration Act, C.R.S. 16-22-101, the Colorado Bureau of Investigation has established a website listing certain high-risk registered sex offenders at [www.sor.state.co.us](http://www.sor.state.co.us). Board policies [KI](#), [GBEB-R2](#), and [GCQF-R](#) provide more

information about this topic. For additional information parents may also contact the District's Director of Safety and Security at 970-347-7777 or visit the [Safety and Security page](#) listed on the District's website.

### **Notification of Rights under the Protection of Pupil Rights Amendment (PPRA)**

The Protection of Pupil Rights Amendment ("PPRA") affords parents/guardians certain rights regarding the conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

1. Consent before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey"), if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED):
  - a. Political affiliations or beliefs of the student or student's parent/guardian.
  - b. Mental or psychological problems of the student or student's family.
  - c. Sex behavior or attitudes.
  - d. Illegal, anti-social, self-incriminating, or demeaning behavior.
  - e. Critical appraisals of others with whom respondents have close family relationships.
  - f. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers.
  - g. Religious practices, affiliations, or beliefs of the student or parents/guardians.
  - h. Income, other than as required by law to determine program eligibility.
2. Receive notice and an opportunity to opt a student out of:
  - a. Any other protected information survey, regardless of funding.
  - b. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student.
  - c. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.
3. Inspect, upon request and before administration or use:
  - a. Protected information surveys of students.
  - b. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes.
  - c. Instructional material used as part of the educational curriculum.

These rights transfer from the parents/guardians to a student who is 18 years old or an emancipated minor ("eligible student") under state law.

The district will develop and adopt policies, in consultation with parents/guardians, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes.

The district will directly notify parents/guardians of these policies at least annually at the start of each school year and after any substantive changes. The district will also directly notify, such as through U.S. Mail or electronic mail, parents/guardians of students who are scheduled to participate in the specific activities or surveys noted above and will provide an opportunity

for the parent/guardian to opt his or her child out of participation in the specific activity or survey. The district will make this notification to parents/guardians at the beginning of the school year if the district has identified the specific or approximate dates of the activities or surveys at that time.

For surveys and activities scheduled after the school year starts, parents/guardians will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents/guardians will also be provided an opportunity to review any pertinent surveys.

Following is a list of the specific activities and surveys covered under this requirement:

1. Collection, disclosure, or use of personal information for marketing, sales or other distribution.
2. Administration of any protected information survey not funded in whole or in part by ED.
3. Any non-emergency, invasive physical examination or screening as described above.

Parents/guardians and eligible students who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, D.C. 20202-5901

### **Tobacco-Free Schools**

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.

### **Asbestos Hazard Emergency Response Act (AHERA) Annual Legal Notification**

The Asbestos Hazard Emergency Response Act (AHERA) and its regulations require public



school districts and non-profit schools including charter schools and schools affiliated with religious institutions to:

- Inspect their schools for asbestos-containing building material
- Prepare management plans and to take action to prevent or reduce asbestos hazards

The District has Asbestos Management Plans available for review at each school and at the District Facilities Office, 2204 Fifth Avenue, Greeley, CO, 80631. Contact the district's Facility office with any questions. Telephone: 970-348-6430.

### **III. STUDENT RIGHTS AND RESPONSIBILITIES**

District 6 expects all students to behave appropriately for an educational environment and follow school rules. All schools are expected to establish behavior guidelines as defined in the school's positive behavior intervention and support (PBIS) plan.

Any behavior which disrupts the learning environment, and/or is detrimental to the safety and welfare of other students or staff is subject to disciplinary action. The principal or designee may apply disciplinary consequences including suspension or a recommendation for expulsion for any student who engages in one or more of the following activities while in school buildings, on district property, when being transported in vehicles dispatched by the district or one of its schools, during a school-sponsored or district-sponsored activity or event and off school property when the conduct has a reasonable connection to school or any district curricular or non-curricular event.

Colorado laws, district and school policies and regulations pertaining to student conduct, discipline, rights and responsibilities shall be made known to students, who shall in turn be held accountable for complying with them. Parents are expected to cooperate with school authorities and to participate in school conferences regarding the behavior of their children.

#### **a. STUDENT CONDUCT**

It is the intention of the Board of Education that the district's schools help students achieve maximum development of individual knowledge, skills and competence and that they learn behavior patterns which will enable them to be responsible, contributing members of society.

The Board, in accordance with applicable law, has adopted a written student conduct and discipline code based upon the principle that every student is expected to follow accepted rules of conduct and to show respect for and to obey persons in authority. The code emphasizes that certain behavior, especially behavior that disrupts the classroom, is unacceptable and may result in disciplinary action. The code shall be enforced uniformly, fairly and consistently for all students.

All Board-adopted policies and Board-approved regulations containing the letters "JIC" in the file name constitute the conduct section of the legally required code.

Students are expected to be familiar and comply with all expectations identified Board policies and regulations containing the letters "JIC" in the file name constituting the conduct section of the legally-required code. These policies provide information regarding district procedures for suspension (short and long term), expulsion and denial of admission. Student conduct policies are available to all parents and students on the District's website or by request through the

administrative office at each school.

For more information, please refer to Board policies [JIC](#) and all JIC subcodes or regulations pertaining to student conduct, [GBGB](#), and [JK](#).

### **Code of Conduct**

Please refer to Board policy [JICDA](#) for more information. In accordance with applicable law and Board policy concerning student suspensions, expulsions and other disciplinary interventions, the principal or designee may suspend or recommend expulsion of a student who engages in one or more of the following activities while in school buildings, on district property, when being transported in vehicles dispatched by the district or one of its schools, during a school-sponsored or district-sponsored activity or event and off district property when the conduct has a nexus to school or any district curricular or non-curricular event.

1. Causing or attempting to cause damage to district property or stealing or attempting to steal district property.
2. Causing or attempting to cause damage to private property or stealing or attempting to steal private property.
3. Willful destruction or defacing of district property.
4. Commission of any act which, if committed by an adult, would be robbery or assault as defined by state law.
5. Committing extortion, coercion or blackmail, i.e., obtaining money or other objects of value from an unwilling person or forcing an individual to act through the use of force or threat of force.
6. Engaging in verbal abuse, i.e., name calling, ethnic or racial slurs either orally or in writing or derogatory statements addressed publicly to an individual or a group that precipitate disruption of the district or school program or incite violence.
7. Engaging in "hazing" activities, i.e., forcing prolonged physical activity, forcing excessive consumption of any substance, forcing prolonged deprivation of sleep, food, or drink, or any other behavior which recklessly endangers the health or safety of an individual for purposes of initiation into any student group.
8. Violation of the Board's policy on bullying prevention and education.
9. Violation of criminal law which has an effect on the district or on the general safety or welfare of students or staff.
10. Violation of any Board policy or regulations, or established school rules.
11. Violation of the Board's policy on weapons in the schools. Expulsion shall be mandatory for bringing or possessing a firearm, in accordance with federal law.
12. Violation of the Board's policy on student conduct involving drugs and alcohol.
13. Violation of the Board's violent and aggressive behavior policy.
14. Violation of the Board's tobacco-free schools policy.
15. Violation of the Board's policies prohibiting sexual or other harassment.
16. Violation of the Board's policy on nondiscrimination.
17. Violation of the Board's dress code policy.
18. Violation of the Board's policy on gangs and gang-like activity.
19. Throwing objects, unless part of a supervised school activity, that can or do cause bodily injury or damage to property.
20. Directing profanity, vulgar language or obscene gestures toward other students, school personnel or others.
21. Lying or giving false information, either verbally or in writing, to a district employee.
22. Engaging in scholastic dishonesty which includes but is not limited to cheating on a

test, plagiarism or unauthorized collaboration with another person in preparing written work.

23. Making a false accusation of criminal activity against a district employee to law enforcement or to the district.
24. Behavior on or off school property that is detrimental to the welfare or safety of other students or school personnel., including behavior that creates a threat of physical harm to the student exhibiting the behavior or to one or more other students.
25. Repeated interference with the district's ability to provide educational opportunities to other students.
26. Continued willful disobedience or open and persistent defiance of proper authority including deliberate refusal to obey a member of the district staff.

### **Student Dress Code**

All students are expected to adhere to the district's Universal Student Dress Code (Board of policy 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.

All students shall come to school in a comfortable manner that allows them to be authentically who they are, while also complying with the District's dress code policies. The District will ensure to avoid gender stereotypes (i.e. girls must wear skirts) and to be gender neutral so as to not require particular clothing based on gender expression, or gender identity. **Exceptions:** Appropriate athletic clothing may be worn in physical education classes. Clothing normally worn when participating in school sponsored extracurricular or sports activities (such as cheerleading uniforms and the like) may be worn to school when approved by the sponsor or coach.



## **Student Conduct in School Vehicles**

The privilege of riding in a school vehicle is contingent upon a student's good behavior and observance of the student code of conduct and established regulations for student conduct both at designated school vehicle stops and on board school vehicles. Students shall be required to conform to all rules concerning discipline, safety and behavior while riding in the school vehicle.

After due warning has been given to the student and to the student's parents/guardians, the principal or designee may withhold from the student the privilege of riding in the school vehicle. Violation of district policies and regulations while in a school vehicle may also result in the student's suspension or expulsion from school, in accordance with Board policy concerning student suspensions, expulsions and other disciplinary interventions. Please refer to Board policy [JICC](#) for more information.

## **Secret Societies/Gang Activity**

Please refer to Board policy [JICE](#) for more information. The Board of Education desires to keep district schools and students free from the threats or harmful influence of any groups or gangs which advocate drug use, violence or disruptive behavior.

The principal or designee shall take reasonable steps to deter gang intimidation of students and confrontations between members of different gangs on school grounds, in school vehicles and at school activities or sanctioned events.

The presence of any apparel, jewelry, accessory, notebook or manner of grooming which by virtue of its color, arrangement, trademark or any other attribute denotes memberships in gangs or which advocate drug use, violence or disruptive behavior is prohibited on school grounds, in school vehicles and at school activities or sanctioned events.

## **Weapons in School**

Consistent with the district's obligation to provide a safe and secure environment, Board policy [JICL](#), Weapons in School, prohibits students from being in possession of any dangerous weapon or dangerous item at school, during school activities, or on any district property.

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

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

Students who use, possess or threaten to use a dangerous weapon in violation of this policy

shall be subject to disciplinary action, including suspension and/or expulsion, in accordance with Board policy concerning student suspensions, expulsions and other disciplinary interventions.

For additional information, please refer to Board policy [JICI](#) or contact the Department of Safety and Security at 970-348-7777.

**b. STUDENT DISCIPLINE**

The Board believes that effective student discipline is a prerequisite for sound educational practice and productive learning. The objectives of disciplining any student must be to help the student develop a positive attitude toward self-discipline and socially acceptable behavior. All policies and procedures for handling student discipline problems shall be designed to achieve these broad objectives.

The Board in accordance with applicable law has adopted a written student conduct and discipline code based upon the principle that every student is expected to follow accepted rules of conduct and to show respect for and to obey persons in authority. The code also emphasizes that certain behavior, especially behavior that disrupts the classroom, is unacceptable and may result in disciplinary action. The code shall be enforced uniformly, fairly and consistently for all students.

All Board-adopted policies and Board-approved regulations containing the letters “JK” in the file name constitute the discipline section of the legally required code.

**Remedial discipline plans**

The principal may develop a remedial discipline plan for any student who causes a material and substantial disruption in the classroom, on school grounds, in school vehicles or at school activities or events. The goal of the remedial discipline plan shall be to address the student’s disruptive behavior and educational needs while keeping the child in school.

**Discipline of habitually disruptive students**

Students who have caused a material and substantial disruption on school grounds, in a school vehicle or at a school activity or sanctioned event three or more times during the course of a school year may be declared habitually disruptive students. Any student enrolled in the district’s schools may be subject to being declared a habitually disruptive student. Declaration as a habitually disruptive student shall result in the student’s suspension and/or expulsion in accordance with Board policy concerning student suspensions, expulsions and other disciplinary interventions.

For additional information regarding student discipline, please refer to Board policies JK and its subcodes, and JIC and its subcodes. Your school may have specific policies related to student discipline not covered in this handbook. Please contact your school’s administrator for more information.

**c. VIOLENT AND AGGRESSIVE BEHAVIOR**

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 discretion and when appropriate, the student may receive appropriate intervention designed to address the problem behavior. The district may also conduct a threat assessment of the student.

Students must immediately report questionable behavior or potentially violent situations to an administrator, counselor, or teacher.

An act of violence and aggression includes but is not limited to the following behaviors:

1. Possession, threat with, or use of a dangerous weapon — as described in the Board's weapons policy.
2. Physical assault — the act of striking or touching a person or that person's property with a part of the body or with any object with the intent of causing hurt or harm.
3. Verbal abuse — includes, but is not limited to, swearing, screaming, obscene gestures, or threats directed, either orally (including by telephone) or in writing (including by text, social media, or other electronic means), at an individual, their family, or a group.
4. Intimidation — an act intended to frighten or coerce someone into submission or obedience.
5. Extortion — the use of verbal or physical coercion in order to obtain financial or material gain from others.
6. Bullying — as described in the Board's policy on bullying prevention and education.
7. Gang activity — as described in the Board's secret societies/gang activity policy.
8. Sexual harassment or other forms of harassment — as described in the Board's sexual harassment policy and nondiscrimination policy.
9. Stalking — the persistent following, contacting, watching, or any other such threatening actions that compromise the peace of mind or the personal safety of an individual.
10. Defiance — a serious act or instance of defying or opposing legitimate authority.
11. Discriminatory slurs — insulting, disparaging or derogatory comments made directly or by innuendo regarding a person's disability, race, creed, color, sex, sexual orientation, gender identity, gender expression, marital status, national origin, religion, ancestry, or need for special education services.
12. Vandalism — damaging or defacing property owned by or in the rightful possession of another.
13. Terrorism — a threat to commit violence communicated with the intent to terrorize or with reckless disregard for the risk of creating such terror or to cause serious public inconvenience, such as the evacuation of a building.

Please refer to Board policy [JICDD](#) for more information.

### **Use of Physical Intervention and Restraint**

To maintain a safe learning environment, district employees may, within the scope of their employment and consistent with state law, use physical intervention and restraint with students in accordance with this policy and accompanying regulation. Such actions shall not be considered child abuse or corporal punishment if performed in good faith and in compliance with this policy and accompanying regulation.

Restraint or force may be applied as is reasonable and necessary to restrain or prevent a



student from threatening physical injury to self or others; to obtain possession of weapons or other dangerous objects; for the purpose of self-defense; for the protection of persons or student safety. If property damage may be involved, restraint may only be used when the destruction of property could possibly result in bodily harm to the individual or another person. Under no circumstances shall a student be physically held for more than one minute unless the provisions regarding restraint are followed as contained in Board policy stated below.

Law enforcement will act according to their agency guidelines regarding restraint or force when safety is at issue.

Please refer to Board policy [JKA](#) and its accompanying regulation, [JKA-E](#), for more information regarding the purposes, procedures, and exceptions to the use of physical interventions or restraints.

d. **BULLYING PREVENTION AND EDUCATION**

The Board of Education supports a secure school climate, conducive to teaching and learning that is free from threat, harassment, and any type of bullying behavior. The purpose of this policy is to promote consistency of approach and to help create a climate in which all types of bullying are regarded as unacceptable.

Bullying, retaliation, and false accusations are 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.

Bullying is the use of coercion or intimidation to obtain control over another person or to cause physical, mental, or emotional harm to another person. Bullying can occur through written, verbal, or electronically transmitted expression (i.e. cyberbullying) or by means of a physical act or gesture. Bullying is prohibited against any student for any reason, including but not limited to any such behavior that is directed toward a student on the basis of their academic performance or against whom federal and state laws prohibit discrimination upon the bases described in C.R.S. 22-32-109(1)(II)(I).

Retaliation is an act or communication intended as retribution against an individual who reports an act of bullying. Retaliation can also include knowingly making false accusations of bullying or acting to influence the investigation of, or the response to, a report of bullying.

False accusations of bullying are those made knowingly by an individual or group of individuals with the purpose of causing harm to another individual and which are false.

A student who engages in any act of bullying, makes a false accusation, and/or a student who takes any retaliatory action against a student who reports in good faith an incident of bullying is subject to appropriate disciplinary action, including but not limited to suspension, expulsion and/or referral to law enforcement authorities. The severity and pattern, if any, of the bullying behavior will be taken into consideration when disciplinary decisions are made. Bullying behavior that constitutes unlawful discrimination or harassment will be subject to investigation and discipline under related Board policies and procedures. Students targeted by bullying when such bullying behavior may constitute unlawful discrimination or harassment also have

additional rights and protections under Board policies and procedures regarding unlawful discrimination and harassment.

For more information regarding the District's prohibition against bullying, including prevention and intervention and reporting steps, please refer to Board policy [JICDE](#). Additionally, the superintendent has developed a comprehensive program to address bullying at all school levels, which can be viewed on the [District's Bullying Prevention webpage](#).

**e. STUDENT SUSPENSION/EXPULSION**

According to Colorado Revised Statutes 22-33-106 (1) (a-g) and 22-12-105 (3), the following may be grounds for suspension or expulsion from a public school:

1. Continued willful disobedience or open and persistent defiance of proper authority.
2. Willful destruction or defacing of school property.
3. Behavior on or off school property which is detrimental to the welfare or safety of other pupils or of school personnel including behavior which creates a threat of physical harm to the child or other children.
4. Declaration as a habitually disruptive student.
  - a. For purposes of this paragraph, "habitually disruptive student" means a child who has caused a material and substantial disruption three times or more during the course of the school year on school grounds, in a school vehicle or at a school activity or sanctioned event. Any student who is enrolled in a public school may be subject to being declared a habitually disruptive student.
  - b. The student and the parent, legal guardian, or legal custodian shall have been notified in writing of each disruption counted toward declaring the student as habitually disruptive and the student and parent, legal guardian, or legal custodian shall have been notified in writing and by telephone or other means at the home or the place of employment of the parent or legal guardian of the definition of "habitually disruptive student".
5. The use, possession or sale of a drug or controlled substance.
6. The commission of an act which if committed by an adult would be robbery pursuant to Part 3, Article 4, Title 18, C.R.S. or assault pursuant to Part 2, Article 3, Title 18, C.R.S. other than the commission of an act that would be third degree assault under C.R.S. 18-3-204 if committed by an adult.
7. Possessing a dangerous weapon without the authorization of the school or school district.
8. Repeated interference with a school's ability to provide educational opportunities to other students.
9. Carrying, using, actively displaying, or threatening with the use of a firearm facsimile that could reasonably be mistaken for an actual firearm in a school building or in or on school property without the authorization of the school or school district.
10. Making a false accusation of criminal activity against a district employee to law enforcement or to the district.

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

1. Physical or mental disability such that the child cannot reasonably benefit from the

- programs available.
2. Physical or mental disability or disease causing the attendance of the impacted child to be potentially harmful to the welfare of other students.

Please refer to Board policies [JKD/JKE](#) and [JKD/JKE-R](#) for more information regarding District 6 suspension and expulsion procedures.

f. **DISCIPLINARY REMOVAL FROM CLASSROOM**

It is the policy of the Board to maintain classrooms in which student behavior does not interfere with the ability of the teacher to teach effectively or the ability of other students to participate in classroom learning activities.

Students shall be expected to abide by the code of conduct adopted by the Board and any other appropriate classroom rules of behavior established by the building principal and/or classroom teacher for the purpose of maintaining order and a favorable academic atmosphere. Any student who violates the code of conduct or other classroom rules may be subject to removal from class and/or disciplinary action.

To the extent authorized by Colorado law, a classroom teacher and/or building principal has the authority to remove a student who disrupts the educational environment of the classroom for the remainder of that class. Upon a third such removal from class, teachers are given authority to remove the student from class for the remainder of the term, so long as such removal is consistent with federal and state law, and with due process and intervention procedures established in Board policies [JKBA](#) and [JKBA-R](#).

g. **DISCIPLINE OF STUDENTS WITH DISABILITIES**

Students with disabilities are neither immune from a school district's disciplinary process nor entitled to participate in programs when their behavior impairs the education of other students. Students with disabilities who engage in disruptive activities and/or actions dangerous to themselves or others will be disciplined in accordance with their Individualized Education Programs (IEPs), any behavioral intervention plan and District 6 policies and procedures.

Nothing in this policy shall prohibit an IEP team from establishing consequences for disruptive or unacceptable behavior as part of the student's IEP and/or behavioral plan.

In all cases, however, a student with a disability may not be suspended from school (including in-school suspension - if the student does not receive the specified special education services) for more than a cumulative total of 10 days per school year. When the total number of suspension days nears 10 or a significantly disruptive behavior occurs, the following procedure should be followed:

1. The Director/Assistant Director (or designee) of Special Education should be notified to assure that all due process procedures are followed.
2. The IEP committee will carefully review the IEP and current placement to determine if the behavior is related to the disability and if change should be made in the IEP.
3. For Section 504 students, the special education team will review the 504 Plan and determine if the behavior is related to the disability.

For more information regarding discipline of students with disabilities, please refer to Board policies [JK-2](#), [JIC](#) and its subcodes, and [JK](#) and its subcodes. Additionally, information is available on the [District's Special Education webpage](#), or call the Office of Special Education



directly at 970-348-6103.

h. **SEARCHES AND SEIZURES**

A student's person and/or personal effects, such as a purse, book bag, back pack, briefcase., may be searched whenever a school authority has reasonable grounds for suspecting that the search will turn up evidence that the student has violated or is violating either the law, Board policies, or the rules of the school.

All lockers, desks, storage areas, computers, and similar areas provided for student use on school premises are school property and remain at all times under the control of the school. Student use of such areas is subject to the right of school authorities to open or enter into the same and inspect the contents for any reason at any time without notice or student consent. Students shall be responsible for whatever is contained in desks and lockers assigned to them by the school, as well as for any loss or damage relating to the contents of such desks and lockers.

The interiors of student vehicles may be inspected if a school authority has reasonable grounds for suspecting that the search will turn up evidence that the student has violated or is violating either the law or school rules.

When possible, an involved student shall be informed of the reason for a search, and the official conducting the search shall attempt to secure the student's consent to the search. The scope of a search must be no more intrusive than is reasonably necessary under the circumstances.

Inappropriate items found during the course of a search may be seized and at the discretion of school administration such items may be returned to the parent or guardian of the student from whom the items were seized; offered as evidence in any suspension or expulsion proceeding if they are tagged for identification at the time seized; turned over to law enforcement officers; or destroyed.

Please refer to Board policies [JICJ](#), [JIH](#), and [JIHB](#) for more information regarding District 6 student interviews, searches, and seizures procedures.

i. **DRUG AND ALCOHOL INVOLVEMENT BY STUDENTS**

It shall be a violation of Board policy and considered to be behavior which is detrimental to the welfare or safety of other students or school personnel for any student to possess, use, sell, distribute or exchange or to be under the influence of alcohol, drugs or other controlled substances. The unlawful possession or use of alcohol or controlled substances is wrong and harmful to students.

Students may not knowingly use, be under the influence of , possess, bring, sell, solicit the sale of, transfer, distribute or supply a drug, controlled substance or drug paraphernalia. Controlled substances include but are not limited to narcotic drugs, hallucinogenic or mind-altering drugs or substances, amphetamines, barbiturates, stimulants, depressants, marijuana, anabolic steroids, any other controlled substances as defined in law, or any prescription or nonprescription drug, medication, vitamin, or other chemical substances not taken in accordance with Board policy [JICH](#) and regulations on administering medicines to students or the Board's policy [JLCDB](#) on administration of medical marijuana to qualified students.

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

Students are subject to disciplinary action up to and including suspension and expulsion for any single policy violation. Alternatives to suspension and expulsion may be offered by the school as appropriate depending on the circumstances of the violation. The sale of a controlled substance mandates expulsion by law and as such students who sell a controlled substance are not eligible for alternative to expulsion consideration.

School officials are instructed to notify law enforcement regarding suspected violations of Board policy [JICH](#) and to cooperate with any investigation that may result.

## **j. GRADING/ASSESSMENT SYSTEMS**

The Board believes that students and teachers should have access to tools and strategies that will support student learning. The district seeks, therefore, in its instructional program to make achievement both recognizable and possible for students. It emphasizes achievement in its processes of evaluating student performance.

### **State assessment system**

State and federal law require district students to take standardized assessments in the instructional areas of English language arts, math, and science. State law also requires students in elementary and middle school to take standardized assessments in the instructional area of social studies. Accordingly, the district will administer standardized assessments pursuant to these state and federal legal requirements.

State law also requires the district to adopt policies and/or procedures concerning the use of pencil and paper on the computerized portion of state assessments, parent requests to excuse their children from taking state assessments, and the district's assessment calendar. This policy and its accompanying regulation represent the district's processes to address these requirements.

#### **1. Pencil and paper testing option**

The district may determine that a specific classroom or school within the district will use pencil and paper to complete the computerized portions of a state assessment. Factors that will be considered in making this determination include:

- The technological capacity and resources of the particular school;
- Students' previous experience with computerized and written assessments
- Whether the instructional methodology of the particular school is consistent with the use of computerized assessments or written assessments; and
- the logistics of administering the state assessment in different formats at a particular school or schools

Prior to making this determination, the superintendent or designee must consult with the school principal(s) affected by this determination as well as parents/guardians of students enrolled in the district.

For students with disabilities, the use of pencil and paper instead of a computer to complete a state assessment will be determined by the student's Individualized Education Program (IEP) team or Section 504 team, in accordance with applicable law.

#### **2. Parent/guardian request for exemption**

A parent/guardian who wishes to exempt their child from a particular state assessment or assessments must make this request in accordance with this policy's accompanying regulation.

In accordance with state law, the district will not impose a negative consequence upon a student whose parent/guardian has requested an exemption from a state assessment or assessments. Students excused by their parents/guardians from participating in a state assessment or assessments will not be prohibited from participating in an activity or from receiving any other form of reward that the district provides to students for participating in the state assessment.

This policy's exemption process applies only to state assessment administered pursuant to C.R.S. 22-7-1006.3 and does not apply to district or classroom assessments.

### 3. Sharing of student state assessment results with parents/guardian

The Colorado Department of Education is required to provide diagnostic academic growth information for each student enrolled in the district and for each public school in the district based on the state assessment results for the preceding school years. This information shall be included in each student's individual student record. Appropriate school personnel, including those who work directly with the student, will have access to the student's state assessment results and longitudinal academic growth information and must share with and explain that information to the student's parent/guardian.

#### District assessment system

In addition to the state assessment system, the district shall develop a comprehensive assessment system that:

1. challenges students to think critically and apply what they have learned and give them the opportunity to demonstrate their skills and knowledge;
2. includes features that allow academic concerns to be diagnosed promptly to let students, teachers and parents/guardians know of extra supports and effort needed for academic success;
3. provides reliable and valid information on student and school performance to educators, parents/guardians and employers; and
4. provides timely and useful data for instructional improvement and improved student learning, including feedback useful in determining whether the curriculum is aligned with the district's academic standards.

In accordance with applicable law, the district's assessment system will accommodate students with disabilities and English language learners.

The district's assessment results, in combination with state assessment results, will be used as the measurement of student achievement. It is believed these results will provide reliable and valid information about student progress on the district's academic standards.

#### Additional assessment information for parents/guardians

In accordance with state law and this policy's accompanying regulation, the district will distribute an assessment calendar and related information to parents/guardians on an annual basis to inform them about the state and district assessments that the district plans to administer during the school year.

#### Classroom assessment system

Classroom assessment practices will be aligned with the district's academic standards and assessment program. Assessment is an integral part of the teaching and learning process that should occur continuously in the classroom. The primary purpose of classroom assessment is to enable teachers to make instructional decisions for students on a continual basis.

Students are encouraged to engage in informal self-assessments as they study and attempt to solve problems, monitor their own progress, and improve their learning.

#### Grading system

The administration and professional staff will devise a grading system for evaluating and recording student progress and to measure student performance in conjunction with the district's academic standards. The records and reports of individual students will be kept in a form meaningful to students, parents/guardians as well as teachers. The grading system will be uniform district-wide at comparable grade levels.

Peer grading of student assignments and classroom assessments is permissible. The intent of this practice is to teach material again in a new context and to show students how to assist and respect fellow students.

The Board will approve the grading, reporting, and assessment systems as developed by the professional staff, upon recommendation of the superintendent.

The Board recognizes that classroom grading and/or assessment systems, however effective, are subjective in nature but urges all professional staff members to conduct student evaluations as objectively as possible.

Elementary and K-8 Schools will provide report cards at the end of quarters 2 and 4 (end of each semester). Progress reporting will be provided through verbal discussion between parents and teachers at the end of quarters 1 and 2 during Parent Teacher Conferences.

k. Please refer to Board policy [IKA](#) and the IK policies and regulations for more information regarding the district's grading and assessment systems.

### **IV. USE OF VIDEO AND AUDIO MONITORING**

The Board of Education recognizes that maintaining the safety and security of students, staff and district property is best implemented with a multifaceted approach. To the extent modern technology provides tools to maintain safety and security, the use of technology such as video surveillance cameras is supported by the Board.

Video surveillance may be utilized in and around schools, on district property and on school transportation vehicles. Cameras may be equipped with audio recording capabilities as well. Video surveillance shall be in accordance with applicable law pertaining to such use. The district also shall comply with applicable law related to maintaining video recordings.

The superintendent or designee is directed to develop regulations governing the use of video surveillance in accordance with applicable law and Board policy.

Please refer to Board policies [ECAF](#) and [ECAF-R](#) for more information regarding District 6 procedures and use of video surveillance and audio monitoring devices.

### **V. STUDENT USE OF DISTRICT TECHNOLOGY**

Use of the Internet and electronic communications require students to think critically, analyze information, write clearly, use problem-solving skills, and hone computer and research skills that



employers demand. Use of these tools also encourages an attitude of lifelong learning and offers an opportunity for students to participate in distance learning activities, ask questions of and consult with experts, communicate with other students and individuals, and locate material to meet educational and personal information needs.

The Internet and electronic communications are fluid environments in which students may access materials and information from many sources, including some that may be harmful to students. While it is impossible to predict with certainty what information students might locate or come into contact with, the district shall take reasonable steps to protect students from accessing material and information that is obscene, child pornography, pornographic or otherwise harmful to minors, as defined by the Board. Students shall take responsibility for their own use of district technology devices to avoid contact with material or information that may be harmful to minors. For purposes of this policy, "district technology device" means any district-owned computer, hardware, software, or other technology that is used for learning purposes and has access to the Internet.

### **No expectation of privacy**

District technology devices are owned by the district and are intended for educational purposes at all times. Students shall have no expectation of privacy when using district technology devices. The district reserves the right to monitor, inspect, copy, review, and store (at any time and without prior notice) all usage of district technology devices, including all Internet and electronic communications access and transmission/receipt of materials and information. All material and information accessed/received through district technology devices shall remain the property of the school district.

District 6 requires parents and eligible students to sign its Annual Acceptable Use Agreement regarding the use of district technology. Any violation of the Annual Acceptance Use Agreement may result in a loss of access privileges, as well as disciplinary and/or legal action depending on the severity of the violation. For more information, please refer to Board policies [JS](#), and the Annual Use Acceptance Agreement under Board policy [JS-E](#).

## **VI. STUDENT USE OF CELL PHONES AND OTHER PERSONAL TECHNOLOGY 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.

Violation of this policy or any other district, school or classroom rule or regulation on student use of PTDs may result in disciplinary measures and/or temporary confiscation of the PTD. Confiscated devices shall be returned to the student only after a conference with the parent/guardian, student and school personnel. If the building principal or designee believes a student's possession or use of a PTD may involve a violation of the law, the building principal or designee may also refer the matter to law enforcement.

The district shall not be responsible for loss, theft or destruction of PTDs brought onto school or district property or while the student is attending district or school-sponsored activities or events.

Please refer to Board policies [JICJ](#), [JIC](#), [JIH](#), [JK](#), and [JS](#) for more information regarding District 6 policies and procedures regarding the use of PTD at school or during school activities.

## **VII. STUDENT ABSENCES AND EXCUSES**

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

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

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

### **Excused absences**

The following will be considered excused absences:

1. A student who is temporarily ill or injured or whose absence is approved by the administrator of the school of attendance on a prearranged basis. Prearranged absences will be approved for appointments or circumstances of a serious nature only which cannot be taken care of outside of school hours.
2. A student who is absent for an extended period due to a physical disability or a mental or behavioral health disorder.
3. A student who is pursuing a work-study program under the supervision of the school.

4. A student who is attending any school-sponsored activity or activities of an educational nature with advance approval by the administration.
5. A student who is suspended or expelled.

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

If a student is in out-of-home placement (as that term is as defined by C.R.S. 22-32-138(1)(h), absences due to court appearances and participation in court-ordered activities will be excused. The student's assigned social worker must verify the student's absence was for a court appearance or court-ordered activity.

### **Unexcused absences**

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

In accordance with law, the district may impose appropriate penalties which relate directly to classes missed while unexcused. Penalties may include a warning, school detention, or in-school suspension. Academic penalties, out-of-school suspensions, or expulsion will not be imposed for any unexcused absence.

The administration will develop regulations to implement appropriate penalties. The school administration will consider the correlation between course failure, truancy and a student dropping out of school in developing these regulations and will implement research-based strategies to re-engage students with a high number of unexcused absences.

Students and parents/guardians may petition the Board of Education for exceptions to this policy or the accompanying regulations provided that no exception will be sustained if the student fails to abide by all requirements imposed by the Board as conditions for granting any such exception.

The maximum number of unexcused absences a student may incur before judicial proceedings are initiated to enforce compulsory attendance is 10 days during any calendar year or school year.

### **Chronic absenteeism**

When a student has an excessive number of absences, these absences negatively impact the student's academic success. For this reason, a student who has 18 total absences in a school year, whether the absences are excused or unexcused, may be identified as "chronically absent" by the principal or designee. Absences due to suspension or expulsion will not be counted in the total number of absences considered for purposes of identifying a student as "chronically absent." Prior to identifying a student as "chronically absent", students will be placed on a contract with their school to avoid undergoing the truancy process.

If a student is identified as "chronically absent," the principal or designee will develop a plan to improve the student's attendance. The plan will include best practices and research-based strategies to address the reasons for the student's chronic absenteeism, including but not

limited to individual attendance plan, parent contacts and other student specific interventions. When practicable, the student's parent/guardian will participate in the development of the plan.

Nothing herein will require the principal or designee to identify a student as "chronically absent" prior to declaring the student as a "habitual truant" and pursuing court proceedings against the student and his or her parents/guardians to compel the student's attendance in accordance with state law.

### **Make-up work**

Make-up work will be provided for any class in which a student has an excused absence unless otherwise determined by the building administrator or unless the absence is due to the student's expulsion from school. It is the responsibility of the student to pick up any make-up assignments permitted on the day returning to class. There will be two days allowed for make-up work for each day of absence.

Make-up work will be allowed following an unexcused absence or following a student's suspension from school with the goal of providing the student an opportunity to keep up with the class and an incentive to attend school. This work may receive full or partial credit to the extent possible as determined by the building administrator.

Unless otherwise permitted by the building administrator, make-up work will not be provided during a student's expulsion. Rather, the district will offer alternative education services to the expelled student in accordance with state law. The district will determine the amount of credit the expelled student will receive for work completed during any alternative education program.

### **Tardiness**

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

In an unavoidable situation, a student detained by another teacher or administrator will not be considered tardy provided that the teacher or administrator gives the student a pass to enter the next class. Teachers will honor passes presented in accordance with this policy. The provisions of this policy are applicable to all students in the district, including those above and below the age for compulsory attendance as required by law.

#### **a. TRUANCY**

If a student is absent without an excuse signed by the parent/guardian or if the student leaves school or a class without permission of the teacher or administrator in charge, the student shall be considered truant. An "habitual truant" shall be defined as a student of compulsory attendance age who has four total days of unexcused absences from school in any one month or 10 total days of unexcused absences during any school year. Absences due to suspension or expulsion shall not be counted in the total of unexcused absences for purposes of defining a student as an "habitual truant."

In order to reduce the incidents of truancy, parents/guardians of all students shall be notified in



writing at the beginning of each school year of their obligation to ensure that all children of compulsory attendance age attend school. Parents/guardians shall be required to acknowledge in writing awareness of their obligations and to furnish the school with a telephone number or other means of contacting them during the school day. When a student fails to report on a regularly scheduled school day and school personnel have received no indication that the parent/guardian is aware of the absence, school personnel or volunteers under the direction of school personnel shall make a reasonable effort to notify the parent/guardian by telephone.

In accordance with law, the district may impose appropriate penalties that relate directly to classes missed while truant.

The administration shall develop regulations to implement appropriate penalties for truancy. The school administration shall consider the correlation between course failure, truancy and a student dropping out of school in developing these regulations and shall implement research-based strategies to re-engage students with a high number of trancies.

For more information regarding compulsory attendance and District 6 truancy policies, please refer to Board policies [JHB](#), [JH](#), [JFC](#), and [JEA](#).

## **VIII. SCREENING/TESTING OF STUDENTS**

Parents/guardians and eligible students have the right to review any survey, assessment, analysis or evaluation administered or distributed by a school to students whether created by the district or a third party. For purposes of this policy, “eligible student” means a student 18 years of age or older or an emancipated minor. Any survey, assessment, analysis or evaluation administered or distributed by a school to students shall be subject to applicable state and federal laws protecting the confidentiality of student records.

### **Survey, assessment, analysis or evaluation for which consent is required**

Except as otherwise permitted by law, students shall not be required to submit to a survey, assessment, analysis or evaluation that is intended to reveal information, whether the information is personally identifiable or not, without prior written consent of the parent/guardian or eligible student, if that survey, assessment, analysis or evaluation reveals information in the following areas (“protected information”):

1. political affiliations or beliefs of the student or the student’s parent/guardian
2. mental or psychological conditions of the student or the student’s family
3. sex behavior and attitudes
4. illegal, anti-social, self-incriminating or demeaning behavior
5. critical appraisals of individuals with whom the student has a close family relationship
6. legally recognized privileged or analogous relationships, such as those of lawyers, physicians and ministers
7. religious practices, affiliations or beliefs of the student or student’s parent/guardian
8. income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program)
9. social security number

School personnel responsible for administering any such survey, assessment, analysis or evaluation shall give written notice at least two weeks in advance to the student’s

parent/guardian or the eligible student and shall make a copy of the document available for viewing at convenient times and locations. The notice shall offer to provide the following written information upon request:

1. records or information that may be examined and requested in the survey, assessment, analysis or evaluation
2. the means by which the records or information shall be examined, reviewed or disseminated
3. the means by which the information is to be obtained
4. the purposes for which the records or information are needed
5. the entities or persons, regardless of affiliation, who will have access to the information
6. a method by which a parent/guardian can grant or deny permission to access or examine the records or information

These notice provisions also apply to any survey, analysis or evaluation funded by the U.S. Department of Education.

### **Surveys, assessment, analysis or evaluation for marketing purposes**

Parents/guardians and eligible students shall receive notice and have the opportunity to opt a student out of activities involving the collection, disclosure or use of personal information collected from the student for the purpose of marketing or selling that information or otherwise providing the information to others for that purpose.

### **Annual notice**

Parents/guardians or eligible students have the right to consent before students are required to submit to a survey that concerns one or more of the protected areas and to opt out of the following:

1. activities involving the collection, disclosure or use of personal information collected from students for the purpose of marketing or for selling that information;
2. the administration of any protected information survey; or
3. any non-emergency, invasive physical examination or screening (other than hearing, vision or scoliosis screening) that is:
  - required as a condition of attendance;
  - administered by the school and scheduled by the school in advance; and
  - not necessary to protect the immediate health and safety of the student or of other students.

For more information regarding student surveys, exceptions, and opt-out procedures, please refer to Board policies [JLDAC](#), [JLDAC-E](#), [GCS](#), and [LC](#).

## **IX. PARENTS' RIGHTS TO EXCLUDE THEIR CHILD FROM HEALTH EDUCATION**

The Board believes a comprehensive health education program is an integral part of each student's education. The health education program should emphasize the functioning and proper care of the human body and encourage the development of lifelong, positive health habits. In addition, it should inform students about potential physical and mental health hazards they are likely to encounter in various life situations and help them make sound, intelligent decisions when they are confronted with choices that could affect their health or that of others.

The Board further believes that the district's comprehensive health education program should provide information about family life and sex education. While parents have the prime responsibility to assist their children in developing moral values, the district should support and supplement these efforts by offering students factual information and opportunities to discuss the moral and practical concerns, issues and attitudes inherent in family life and sexual behavior.

The district shall teach about family life and sex education in regular courses on anatomy, physiology, science, health, consumer and family studies. If a separate family life or sex education program is developed, it shall not be required. Any curriculum that includes instruction on human sexuality shall be in accordance with applicable law and the district's academic standards.

In addition to the requirements listed below, the Board's policies and regulations concerning the approval of new curriculum and instructional materials shall apply to any comprehensive health education courses offered by the district:

1. The basic curriculum and instructional materials to be used in the district's comprehensive health education program shall be available for inspection by the public during school hours. A forum to receive comments from the public concerning the basic curriculum and instructional materials used in the district's health education program shall be scheduled prior to Board adoption.
2. In accordance with applicable state law, students' parents/guardians shall be notified in writing prior to the student's involvement in the health education course. The notice to parents/guardians shall include a detailed, substantive outline of the topics and materials to be presented.
3. The notice shall also inform students' parents/guardians that they may exempt their child, upon written request, from any portion of the district's comprehensive health education curriculum.
  - a. 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.
4. Students shall be provided with alternate educational assignments or activities for credit corresponding to that portion of the planned curriculum from which they are exempt.

For more information regarding this topic and exemption procedures, please refer to Board policies [IHAM](#), [IHAM-R](#), and [IMBB](#) or visit the District's website.

## **X. ENROLLMENT**

### **A. INTRA-DISTRICT CHOICE/OPEN ENROLLMENT**

Parents who want their student to attend a school other than the designated neighborhood school to which the student is assigned may apply for entry into another school under District 6's Open Enrollment policy [JFBA](#). In implementing the open enrollment program, the district is not required to:

1. Make alterations in the structure of a requested school or make alterations to the arrangement or function of rooms within a requested school.
2. Establish and offer any particular program in a school if such program is not offered currently in such school.
3. Alter or waive any established eligibility criteria for participation in a particular program including age requirements, course prerequisites, and required levels of performance.

Notwithstanding the provisions of this policy, a student may be assigned outside the attendance area by mutual agreement of the principals in the special interest of the student and/or school.

### **Open enrollment and transfers**

Resident students and their parents/guardians will be notified on an annual basis of the options available through open enrollment in sufficient time to apply.

Students, including home-schooled students desiring to take classes on a part-time basis, within designated attendance areas will have priority in registering in that school. Students may apply for open enrollment in a school outside their attendance area and such applications will become part of a lottery based on space available per grade level at the school. Applications submitted within the open enrollment window shall be included in the lottery draw. Open enrollment applications received after the open enrollment window will be considered on a first-come, first-served basis when space is available in accordance with the regulations accompanying this policy.

Parents/guardians and/or students who desire a change of school after the current school year has begun, must submit a transfer request application. The request will be reviewed and acted upon in accordance with the regulations accompanying this policy.

Students granted permission to attend a school other than the school in their assigned attendance area will have the same curricular and extracurricular status as all other students attending the school, as determined by applicable law, bylaws of the Colorado High School Activities Association, and the district's eligibility requirements.

Any student enrolled pursuant to this policy will be allowed to remain enrolled in the school or program through the end of the highest grade level provided at the school, unless overcrowding or other undesirable conditions develop, as described in the accompanying regulation.

### **Transportation**

Transportation for students granted permission to attend school outside their attendance area must be furnished by their parents/guardian. Homeless students, students in foster care, and students with disabilities will be transported, as necessary, in accordance with state and federal law. If space is available on an existing transportation route, parents should contact the District's Transportation Office at 970-348-6800.

### **Special education students**

Requests from the parents/guardians of special education students for open enrollment or transfer to another school or program will be considered in accordance with applicable state and federal laws. The student's current Individual Education Plan (IEP) will be used to determine if

the requested school or program can meet the student's needs.

## **B. CONCURRENT ENROLLMENT**

"Concurrent enrollment" means the simultaneous enrollment of a qualified student in a district high school and in one or more postsecondary courses at an institution of higher education. Concurrent enrollment does not include a student's simultaneous enrollment in: a district high school and in one or more secondary career and technical education courses, advanced placement courses, or international baccalaureate courses; an early college course and a postsecondary course; a p-tech school and a postsecondary course; or a district high school and a postsecondary course that does not fall within the definition of concurrent enrollment.

### **Eligibility**

Qualified students seeking to enroll in postsecondary courses at the district's expense and receive high school credit for such courses shall follow the procedure accompanying Board policy [JHCDA](#), including but not limited to timely submitting an application and establishing an academic plan of study. Qualified students must meet the minimum prerequisites and academic readiness for the postsecondary courses in which they seek to enroll.

The Board determines the manner in which it provides opportunities for concurrent enrollment. However, the district shall not unreasonably deny approval for concurrent enrollment or limit the number of postsecondary courses in which a qualified student may enroll unless the district is unable to provide access due to technological capacity.

### **Academic credit**

Academic credit granted for postsecondary courses successfully completed by a qualified student shall count as high school credit toward the Board's graduation requirements, unless such credit is denied.

High school credit shall be denied if a qualified student does not receive a passing grade for the postsecondary course. High school credit shall be denied for postsecondary courses that do not meet or exceed the district's academic standards. High school credit shall also be denied for a postsecondary course substantially similar to a course offered by the district, unless the qualified student's enrollment in the postsecondary course is approved due to a scheduling conflict or other reason deemed legitimate by the district. Concurrent enrollment is not available for summer school.

### **Payment of tuition and additional costs**

The district shall pay the tuition for postsecondary courses successfully completed by a qualified student and for which the qualified student receives high school credit

The tuition paid by the district for the qualified student's successful completion of an approved postsecondary course shall be in accordance with the Act and the district's cooperative agreement with the institution of higher education.

Prior to paying the tuition for any qualified student, the district shall require the student and student's parent/guardian to sign an agreement stating if the student fails or otherwise does not



complete the postsecondary course for any reason without consent of the principal of the school in which the student is enrolled, the student and/or the student's parent/guardian shall repay the amount of tuition paid by the district on the student's behalf.

The qualified student and the student's parent/guardian may be responsible for the cost of textbooks and fees for postsecondary courses.

### **Transportation**

The district shall not provide or pay for the qualified student's transportation to the institution of higher education.

For additional information about concurrent enrollment options, please refer to Board policy [IHCDA](#), or contact your school's counselor.

## **XI. COMPLAINT AND GRIEVANCE PROCESS**

Persons who have a concern or complaint have access to informal and formal procedures in District 6. General procedures are as follows:

1. Informal discussion at the building level; or
2. Formal complaint using one of the following procedures:

### **A. COMPLAINTS CONCERNING DISCRIMINATION**

A student or parent/guardian who believes that they have been discriminated against in violation of District policies [AC](#), [AC-E1](#) or [AC-R2](#), may file with the District's Compliance Officer or Title IX Coordinator a complaint charging the district, any student or any school employee with unlawful discrimination or harassment. Complaints may be made orally or in writing. Persons who wish to file a written complaint are encouraged to use the forms [AC-E2](#) or [AC-E3](#).

All complaints shall include a detailed description of the alleged events, the dates the alleged events occurred, the names of the parties involved, including any witnesses, and your suggestions regarding resolving the complaint. The complaint shall be made as soon as possible after the incident.

### **B. STUDENT CONCERNS, COMPLAINTS AND GRIEVANCES**

Pursuant to Board policy [JII](#), decisions made by school personnel which students believe are unfair or in violation of pertinent Board policies or individual school rules may be appealed to the principal or a designated representative or by following the specific appeal process created for particular complaints.

Grievance and investigation procedures are available for students to receive prompt and equitable resolution of allegations of discriminatory actions on the basis of disability, race, creed, color, sex, sexual orientation, gender expression, gender identity, marital status, national origin, religion, ancestry, or need for special education services.

### **C. PUBLIC COMPLAINTS**

In accordance with Board policy [KE-R](#) and its accompanying policy, this regulation contains the procedures to follow when a member of the public files a formal complaint against the district.

Any member of the public may file a formal complaint within the same school year that the incident or concern that is the subject of the complaint occurred. Any complaint filed outside of this timeline shall not be considered.

#### **D. PUBLIC COMPLAINTS ABOUT THE CURRICULUM OR INSTRUCTIONAL MATERIALS OR STRATEGIES**

In accordance with Board policy [KEC](#), 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 in accordance with Board policies [IJ](#) and [IJK](#).

The Board recognizes the right of an individual parent/guardian to request that their child not read a given book. When such a request is presented, the Board encourages matters be resolved informally between the parent/guardian and the teacher, librarian, and/or school administrator as appropriate who should resolve the situation, perhaps by arranging for use of alternative materials for their child meeting essentially the same instructional purpose. Appropriate school personnel should work directly with the parent/guardian who raises concern to determine whether the parent/guardians' child should be prohibited from accessing certain instructional materials that may be available at school. This does not apply, however, to basic program texts and materials prescribed within the established curricula that the Board has adopted. The value of any book or other material shall be judged as a whole, taking into account the purpose of the material rather than individual, isolated expressions or incidents in the work.

Complainants who bypass this informal review/reconsideration procedure and who initially seek action from the Board shall be informed of this policy and its accompanying regulation, [KEC-R](#), and instructed first to seek solution to their concern with the teacher, librarian, or Principal involved as deemed appropriate by the school site. The Board will not consider a complaint about instructional resources unless the procedures outlined in [KEC](#) and its accompanying regulation, [KEC-R](#) are followed.

The Board has approved principles governing the selection of all instructional materials including library books and has established policies pertaining to the selection process.

The Board shall provide avenues for students, staff, and parents to express concerns about educational materials used in the district. All complaints regarding the teaching of controversial issues and/or the materials used therein shall be reviewed through Board policy [KEC-E](#), Request for Review of Instructional Materials.

#### **XII. THIRD PARTY RECRUITERS IN DISTRICT 6 HIGH SCHOOLS**

Pursuant to Board policy [KLMA](#), all military recruiters, postsecondary institutions and prospective employers shall be treated uniformly with regard to the conduct of on-campus student recruitment. A schedule of recruiters visiting the district's high schools will be announced to the student body in advance by each school's guidance office through

publications and/or by posting on bulletin boards. Recruiters will be allowed to conduct meetings during the school day with those students who are interested.

Recruiters shall be permitted to conduct follow-up visits to the high school in order to meet with individual students upon the individual request of the student involved and with the authorization of the high school administration. Requests for follow-up individual meetings are to be scheduled through the student's guidance counselor. All group meetings are to be scheduled through the guidance office at each high school.

The parent or eligible student has the right to refuse to permit the designation of any or all of the categories of directory information if such refusal is received in writing in the office of the principal of the school where the student is in attendance no later than September 7 or the following Monday if September 7 is a Saturday or Sunday.

Directory and other student information shall be released to recruiters as allowable in accordance with policy [JRA/JRC](#), Student Records/Release of Information on Students.

## **XII. DISCLOSURE TO MILITARY**

In accordance with Federal law, the Greeley-Evans School District Board of Education is required to release the names, addresses and home telephone numbers of secondary school students to military recruiting officers. Such information shall be released to recruiting officers unless a student submits a request, in writing, that such information is not to be released. The District will provide an online form, delivered via email each October, to parents/guardians and eligible students to opt out from the release of information to military recruiting officers by November 1 of the 2023-2024 school year.

## **XIV. STUDENT FEES, FINES AND CHARGES**

Students shall not be charged an instructional fee as a condition of enrollment in school or as a condition of attendance in any class that is considered part of the academic portion of the district's education program except tuition when allowed by law. However, the district may require students to pay textbook fees for expendable materials and other miscellaneous fees as more fully set forth in this policy.

All student fees and charges shall be adopted by the Board. The fees shall remain in place until modified or removed by Board resolution. All student fees adopted by the Board shall be used for the purposes set forth in the motion and shall not be spent for any other purpose.

When publicizing any information concerning any fee authorized to be collected by this policy, the school shall specify whether the fee is voluntary or mandatory and the specific activity from which the student will be excluded if the fee is not paid.

Among the fees which the Board may authorize are the following:

### **Textbooks, library resources, one-to-one computing devices, and other school property**

Textbooks shall be provided on a loan basis. Students may be asked to pay a nonrefundable rental fee reasonably related to the actual cost of some or all of the textbooks provided for the

student. The rental fee and corresponding depreciation schedule shall be adopted by the Board prior to the textbook's introduction into the classroom. No rental fee will be assessed for textbooks and workbooks used in the classroom for reference.

Students may be assessed a loss or damage deposit prior to use of textbooks, library resources, one-to-one computing devices, and other school property provided by the district. This deposit shall be refundable, subject to any applicable fines or related charges. The fines will be for the amount of the loss. In computing a fine, the district will impose a reasonable amount to cover the cost of the textbook library resource, one-to-one computing device, or other school property provided by the district.

If the school district has made a reasonable effort to obtain payment for lost or damaged textbooks, library resources, one-to-one computing devices, and/or other school property and the student is graduating, the district may deny the privilege of participation in the graduation ceremony if the student fails to return or replace a textbook, library resources, one-to-one computing devices, or other school property by the date of the ceremony. Alternative payment methods, such as installment plans or school service, shall apply to students who are unable to pay.

A student shall not be refused use of textbooks based on failure to pay the required fees.

### **Fees for expendable supplies and materials**

Teachers shall determine a basic course for each class which can be completed with materials furnished by the school. However students may be charged a fee for expendable supplies and materials used in the course. Fees for expendable supplies and materials shall relate directly to the actual cost of providing these materials to the student. Students shall be required to pay for materials that go into shop, crafts or art projects that are above the basic requirements for the course and are to be retained by the student.

### **Miscellaneous fees**

Students may be asked to pay miscellaneous fees and expenses on a voluntary basis as a condition of attending, participating in, or obtaining materials/clothing/ equipment used in a school-sponsored activity or program not within the academic portion of the educational program.

Rental fees for the use of items such as choral robes, band uniforms and school-owned instruments shall be approved by the Board upon the recommendation of the superintendent.

Students participating in activities which are not required by the teacher or used in the determination of a grade may be required to pay charges covering the cost of the activity. Such charges may include but are not limited to admission fees, food costs and transportation costs on activity trips. However, it is incumbent upon the teacher and principal to make every effort to be sure no student is denied the right to participate in trips or other enrichment activities because of lack of funds.

The district may impose and collect a fee for the payment of excess transportation costs in accordance with state law. Only those students who use the district's transportation services shall be required to pay any transportation fee.

## **Waiver of fees**

All fees, fines and charges for textbooks and expendable supplies and materials required for classes within the academic portion of the educational program and any transportation fee shall be waived for indigent students. For purposes of determining if a student is able to pay, an indigent student is defined as any child who is eligible for a free or reduced price lunch under the federal poverty income guidelines.

All fees for textbooks, expendable supplies and materials, and miscellaneous fees shall be waived for students in out-of-home placements, as that term is defined by [C.R.S 22-32-138 \(1\)\(h\)](#).

## **Fee schedule**

The district shall prepare and make available upon request a complete list of student fees, describing how the amount of each fee was derived and the purpose of each fee.

Parents shall be informed on the fee schedule or otherwise regarding how to apply for a waiver of fees, whether fees are voluntary or mandatory and the specific activity from which the student will be excluded if the fee is not paid. Students qualifying for a fee waiver will receive it without unnecessary embarrassment or public exposure of their need.

## **XV. STUDENT HEALTH INFORMATION**

### **Health Services**

**School Registered Nurse Consultants** are responsible for and supervise all health-related activities occurring within district and charter schools. This position requires a Bachelor of Science in Nursing, a Colorado RN license and Colorado Department of Education certification as a Special Services Provider - School Nurse. School RN Consultants work with health clerks, school administration and staff to provide physical, mental and social support to help children learn. School RN Consultants are assigned to multiple buildings so are not in every school every day, however school staff are able to contact them at all times.

**Health Clerks** are the main caregivers in health offices in all district and charter schools. They complete a health clerk training course, are certified in CPR and First Aid and complete additional training for specific student needs. They perform first aid and care for ill children, administer medications, perform vision and hearing screenings, manage immunizations and are responsible for maintaining student health records.

For Health Service Information and forms, please see the [District 6 Health Services](#) page on the District 6 website <https://www.greeleyschools.org/>

### **Illness, Injuries and Emergency Information**



Health office or other qualified school staff will administer first aid for any ill or injured student. If needed, a parent/guardian will be contacted and 911 may be called if emergency care is necessary. **Please keep emergency contact information up to date with the school office staff** so that we are able to reach you in the event of an emergency.

## **Medications at School**

Parents have primary responsibility for the health of their children. This includes administration of medications. Parents are encouraged to schedule medications to be given before or after school when possible. Medication administration at the school must follow the regulations set by the state of Colorado.

Medications brought to the school are kept in the Health Office for the safety of all students; at the middle and high school level, students may carry certain medications if a contract is completed with the school registered nurse consultant and parent/guardian.

### **Prescription Medications**

- A Medication Authorization form ([English](#), [Spanish](#)) signed by both a parent/guardian AND a health care provider is required to be on file at the school
- Medication must be provided by the parent/guardian in an individual, pharmacy labeled container for the student who is to receive it.
- Medication will be given as directed by the pharmacy label and per the provider's written order.
- Provider orders expire one year from the date of the prescription..

### **Non-Prescription/Over-the-Counter Medication**

- A Medication Authorization form ([English](#), [Spanish](#)) signed by both a parent/guardian AND a health care provider is required to be on file at the school
- Non-prescription/over-the-counter medications must be in the original packaging and labeled with the student's name.
- Some over-the-counter medications are available in the health office and are approved by the District 6 Medical Advisor. To review the list of these medications and approve their use for your student, please complete the health section of the Online Registration each school year.

## **Students with Health Concerns**

Individualized student health care plans are developed by school registered nurse consultants for all students who require medication administration or specific medical procedures at school or have health conditions which require monitoring in the school setting. Health care plans should be in place for all students with asthma, severe allergies, seizure disorders or diabetes; the state of Colorado provides standardized health care plans for these conditions which are tailored to meet the individual needs of each student.

Please complete the health section of the Online Registration every school year and notify the school of any changes in your student's health concerns so that their health needs can be met.

## **Immunizations**

All students enrolled in Colorado schools must comply with the Colorado school entry immunization law. There are three ways a student can be in compliance:

1. Fully Immunized: student has received all school-require vaccines and a completed Certificate of Immunization is included in the student's electronic or hard copy file
2. In-Process: student is in the process of getting up-to-date on required vaccines. Within 14 days of notification, the student must receive required vaccines and submit a signed written plan for obtaining the remaining vaccines following the ACIP schedule for minimum intervals and ages.
3. Exempted: student has on file either a
  - a. Certificate of Medical exemption form signed by a Doctor of Medicine (MD), Doctor of Osteopathic Medicine (DO), Advanced Practice Nurse (APN) or delegated Physician Assistant (PA) because of a medical contraindication to receiving a vaccine OR
  - b. Certificate of Non-medical exemption signed by a healthcare provider and the parent/legal guardian **OR** submit the exemption received upon completion of the [CDPHE's Online Immunization Education](#) module signed by the parent or legal guardian. Please see [CDPHE Vaccine Exemption site](#) for further information on exemption requirements and forms

Colorado school entry required vaccinations for child care/preschool and K-12 can be found [here](#) on the CDPHE Immunization website. The most recent immunization rates for all district schools can be found on the District 6 website under Departments > Health Services > Immunization Information from the Colorado Department of Public Health and Environment > [2021 Immunization Rates by School](#)

## **Hearing and Vision Screening**

A student's ability to see and hear greatly impacts their ability to learn. If your student has had glasses prescribed or has a hearing aid, please make sure they wear them every day at school. Annual hearing and vision screenings are conducted by Health Services staff including District 6 audiologists. Students in grades Pre-K, K, 1, 2, 3, 5, 7 and 9, all new students and students with special education needs are screened every year per Colorado state guidelines. Parents who wish to opt out of screening should contact their school registered nurse consultant. 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 the district audiologist and will be referred for medical care when appropriate. If you need financial assistance for an eye exam and/or glasses, please contact the school nurse or health clerk for information on available programs.

## **When to Keep Your Child Home/Exclusion from School for Health Reasons**

There are four main reasons to keep children and adults at home:

1. The child or staff member is at risk of infecting others with COVID-19 or another contagious illness, either because of symptoms or recent close contact
2. The child or staff member does not feel well enough to take part in usual activities. Examples may include a child who is overly tired, fussy or will not stop crying.
3. A child needs more care than teachers and staff can give while still caring for other children.
4. The child or staff member has symptoms or an illness which requires staying at home. Examples include, but are not limited to:
  - a. Fever - temperature over 100.0° or greater
  - b. Flu-like symptoms
  - c. Vomiting/Throwing up
  - d. Diarrhea
  - e. Rashes

Please see [District 6 Exclusion Guidelines](#) for more information

## **Health and Wellness**

Research shows that children perform better in school when they have healthy habits. District 6 embraces a mission to improve the health of students, families and staff through education, environmental changes and opportunities to establish life-long positive nutrition, physical activity and mental health habits. Information about health and wellness policies and activities can be found on the District website at Home > Families > Student Wellness. Health office staff are happy to assist parents/guardians in finding health information and access to health care. Please ask if you need assistance!

## **Loaned Clothing**

Most elementary and K-8 health offices have limited supplies of extra clothing when needed. If your child needs to borrow clothing, please wash and return the items at your earliest convenience. Please do not return the underwear

## **Students with Allergies**

The District recognizes that many students are diagnosed with potentially life-threatening food allergies. To address this issue and meet state law requirements concerning the management of food allergies and anaphylaxis among students, Board policy [JLCDA](#), Students with Food Allergies, establishes procedures to provide appropriate support plans for students with food allergies.

The Students with Food Allergies Policy provides guidelines for the development of a health

care plan with the assistance of the licensed school nurse. Such plans typically address communication and emergency instructions between school officials and emergency responders, as well as reasonable accommodations to reduce the student's exposure to agents that may cause allergic reactions. Plans may also include staff training provisions, access to emergency medications and reasonable accommodations under a "Section 504" or an Individual Education Plan when appropriate as determined by law.

### **Administering Medication to Students**

School personnel shall not administer prescription or nonprescription medications to students unless appropriate administration cannot reasonably be accomplished outside of school hours.

Medication may be administered to students only by school personnel whom a registered nurse has trained and delegated the task of administering such medication. For purposes of this policy, the term "medication" includes both prescription medication and nonprescription medication, but does not include medical marijuana.

Student possession, use, distribution, sale or being under the influence of medication inconsistent with this policy shall be considered a violation of Board policy concerning drug and alcohol involvement by students and may subject the student to disciplinary consequences, including suspension and/or expulsion, in accordance with applicable Board policy.

The administration of medical marijuana shall be in accordance with the Board's policy on administration of medical marijuana to qualified students.

The term "nonprescription medication" includes but is not limited to over-the-counter medications, homeopathic and herbal medications, vitamins and nutritional supplements.

Medication may be administered to students only when the following requirements are met:

1. Medication shall be in the original properly labeled container. If it is a prescription medication, the student's name, name of the medication, dosage, how often it is to be administered, and name of the prescribing health care practitioner shall be printed on the container.
2. The school shall have received written permission from the student's parent/guardian to administer the medication to the student and either:
  - a. Written permission to administer the medication from the student's health care practitioner with prescriptive authority under Colorado law; or
  - b. a standing medical order, if the medication is an over-the-counter medication such as Advil or Tylenol.
3. The parent/guardian shall be responsible for providing all medication to be administered to the student, unless it is an over-the-counter medication such as Advil or Tylenol.

### **Self-administration of medication for asthma or anaphylaxis**

A student with asthma, a food allergy, other severe allergies, or a related, life-threatening condition may possess and self-administer medication to treat the student's asthma, food or other allergy, anaphylaxis or related, life-threatening condition. Self-administration of such medication may occur during school hours, at school-sponsored activities, or while in transit to

and from school or a school-sponsored activity. Student possession and self-administration of such medication shall be in accordance with district procedures.

Authorization for a student to possess and self-administer medication to treat the student's asthma, food or other allergy, anaphylaxis or other related, life-threatening condition may be limited or revoked by the school principal after consultation with the school nurse and the student's parents/guardian if the student demonstrates an inability to responsibly possess and self-administer such medication.

#### Use of stock epinephrine auto-injectors in emergency situations

The district will have a stock supply of epinephrine auto-injectors for use in emergency anaphylaxis events that occur on school grounds. Any administration of a stock epinephrine auto-injector to a student by a district employee must be in accordance with applicable state law, including applicable State Board of Education rules.

The district's stock supply of epinephrine auto-injectors is not intended to replace student-specific orders or medication provided by the student's parent/guardian to treat the student's asthma, food or other allergy, anaphylaxis or related, life-threatening condition.

#### Use of stock supply of opiate antagonists in emergency situations

The district will have a stock supply of opiate antagonists to assist a student who is at risk of experiencing an opiate-related drug overdose event. For purposes of this policy, an opiate antagonist means naloxone hydrochloride or any similarly acting drug that is not a controlled substance and that is approved by the federal Food and Drug Administration (FDA) for the treatment of a drug overdose.

The stock supply of opiate antagonists may also be used to assist a district employee or any other person who is at risk of experiencing an opiate-related drug overdose event.

Administration of an opiate antagonist by a district employee to a student or any other person must be in accordance with applicable state law.

Please refer to Board policy [JLCD](#) regarding administering medications to students.

### **K-12th Grade School-required Immunizations for the 2023-2024 School Year**

No student is permitted to attend or continue to attend any school in District 6 without meeting the legal requirements of immunization against disease unless the student has a valid exemption for health, religious, personal or other reasons as provided by law.

Students who do not submit an up to date certificate of immunization or a written authorization signed by one parent/guardian requesting local health officials to administer the immunizations or a valid exemption will be suspended and/or expelled from school according to this policy's accompanying regulation.

For information related to District 6 Immunization requirements and resources, please refer to Board policy [JLCB](#) and [JLCB-R](#) or visit the [Health Services Immunization webpage](#).

The Parent Letter for incoming Kindergarten students can be found [here](#).

The Parent Letter for K-12 students can be found [here](#).



## **Health records**

Health records of all students shall be maintained by the nursing staff and kept in a separate 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.

## **Communicable diseases**

Students showing symptoms of a communicable disease, an infectious condition, or illness or disability of a serious nature shall be referred to the school nurse. The school nurse shall report the presence of a reportable communicable disease, if action is necessary to protect the health of other students and staff.

Please refer to Board policy [JLC](#) for more information regarding health services and records.

## **Medically Necessary Treatment in School Setting**

Notification of Rights: Pursuant to C.R.S. § 22-20-121(2)(b)(I), Section 504 of the Rehabilitation Act of 1973, 29 U.S.C § 794, as amended, and Title II of the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 et seq., affords students access to medically necessary treatment required for the student to have meaningful access to the benefits of a public education, or to attend school without risks to the student's health or safety due to the student's disabling medical condition.

The provision of medically necessary treatment to students by private health-care specialists must be done in accordance with district policy. If medically necessary treatment requires administration of prescription and/or nonprescription medication to students, such administration must be in accordance with applicable federal and state law and the District's policy and accompanying regulations concerning the administration of medications to students, [JLCD](#).

"Medically necessary treatment" means treatment recommended or ordered by a Colorado licensed health-care provider acting within the scope of the health-care provider's license.

"Private health-care specialist" means a health-care provider who is licensed, certified, or otherwise authorized to provide health-care services in Colorado, including pediatric behavioral health treatment providers pursuant to the state medical assistance program, as defined in

C.R.S. § 22-20-121(b), and autism services providers who provide treatment pursuant to C.R.S. § 10-16-104(1.4). In no event may a school district or administrative unit staff member be recognized as a private health-care specialist for the purposes of district policy.

1. It is the responsibility of a student's IEP team or Section 504 team to determine whether any medically necessary treatment is required during the school day and within the school building to ensure the student can access their education, in accordance with Section 504 and Title II.
2. When determining whether medically necessary treatment is required within the school setting, the student's IEP team or Section 504 team will invite the private health-care specialist who ordered or recommended the medically necessary treatment to attend the meeting at which the issue will be discussed. Private health-care specialists are encouraged to submit information in writing that can be reviewed at the meeting by the student's IEP or Section 504 team. The invitation will issue to the private health-care specialist at least ten (10) calendar days in advance of the IEP or section 504 meeting.
3. Nothing in district policy will be construed to prevent the District from using its own staff, if qualified, or contracting with a qualified provider of its choice to provide medically necessary treatment to a student within the school setting when determined appropriate by a student's IEP or Section 504 team.
4. Nothing in district policy will be construed to require the District to permit a third-party to determine or provide special education or related services in the school setting in a way that interferes with the District's obligations and authority under federal and state law.

A private health-care specialist may be granted access to school or district property to provide medically necessary treatment in accordance with the determination of the student's IEP team or Section 504 team, subject to the District's policy and/or procedures concerning visitors to schools and all other applicable policies.

A private health-care specialist may be granted access to school or district property to observe the student in the school setting, in accordance with the determination of the student's IEP team or Section 504 team, and with express consent from the parent/legal guardian. During the observation, the health-care specialist is prohibited from providing medical treatment, disrupting the student's instructional program, or interfering with the provision of special education and related services. The health-care specialist's observation is subject to the District's policies and procedures regarding visitors to schools and District property.

Permission to provide medically necessary treatment on school premises may be limited or revoked if the private health-care specialist violates any board policy, or demonstrates an inability to responsibly follow the requirements of the school district.

If the IEP team or the Section 504 team determines that any medically necessary treatment is not required to be provided in the school setting pursuant to this policy, the IEP team or Section 504 team will provide notice to the student's parents or legal guardian that the student has a right to appeal such determination. Such appeals must meet, at a minimum, the requirements as set forth in Board policy [JLCDC](#). Additional information regarding medically necessary treatment in school settings, as well as the process for authorizing private health-care specialists to provide medically necessary treatment in school settings, can be found in [JLCDC](#) and its accompanying regulation, [JLCDC-R](#).

## **XVI. STUDENT ORGANIZATIONS: SECONDARY SCHOOLS**

Pursuant to Board policy [JJA-1](#), schools in the district may encourage students to broaden their knowledge and citizenship by permitting the formation of clubs or other groups that relate to subject matter covered by the curriculum. Such organizations shall operate within the framework of state statutes, Board policy, administrative rules and the parameters of the learning program.

Each building principal shall develop general guidelines for the establishment and operation of student organizations within the particular school. Among other provisions, such guidelines shall require the approval of the principal prior to the formation of any club or organization in a school and the assignment of at least one faculty adviser to each approved student organization.

All student organizations are required to open membership to all interested and/or eligible students. Fraternities, sororities and/or secret societies shall not receive recognition in any manner under this policy.

All forms of hazing shall be prohibited in a student organization. No initiation shall be held for a student organization which will be degrading to the student.

The faculty adviser must attend every meeting of the student organization whether conducted on school premises or at another location.

The principal is responsible for determining whether the purpose of a student organization is related to the curriculum.

Student organizations shall be considered directly related to the curriculum if one or more of the following applies:

1. The subject matter of the group or activity is actually taught in a regularly-offered course.
2. The subject matter of the group or activity concerns the body of courses as a whole.
3. Participation in the group is required for a particular course.
4. Academic credit or extra credit is given for participation in the group.

When the principal denies the request of a student organization desiring to meet or form in a particular school, the principal shall inform the group of the reasons for the denial. The students and/or group may submit a written request to the superintendent within 10 days of the denial for a review of the principal's decision.

### **Non-Curriculum Student Organizations - Open Forum**

In addition to clubs and groups related to the curriculum, students in middle and high schools in this district shall be permitted to organize and conduct meetings of noncurriculum-related student clubs or other groups to pursue specialized activities outside the classroom. Such groups shall not be considered school-sponsored student organizations nor be given all the privileges afforded to school-sponsored organizations.

Students may conduct meetings under this policy on school premises only during non-instructional time so that meetings do not interfere with the orderly conduct of the

educational activities of the school. Meetings of noncurricular student groups must be scheduled, organized and conducted within the guidelines established by this policy and accompanying regulations.

Please refer to Board policy [JJA-2](#) for more information regarding noncurriculum-related student clubs or other groups.

## **XVII. STUDENTS' RIGHT TO EXPRESSION**

District 6 acknowledges its students' right to dissent peacefully, including the right of legal protest through proper channels, provided such dissent does not interfere with the educational process or result in harm to persons or property. Board policy [JICEA](#) and its accompanying regulation, [JICEA-R](#), describe guidelines by which students may exercise expression in school-sponsored publications. Students should be aware of their rights and responsibilities according to the guidelines established in each policy.

### **Student Distribution of Noncurricular Materials**

To understand constitutional values such as the right to free speech, students must not only study such principles but also have an opportunity to put them into practice. However, there are limitations on the right of student free speech in the school setting that have been upheld by the courts because of the unique nature of the school community.

It is the goal of this policy to strike a necessary balance between a student's right of free speech and the school's need to maintain an orderly and safe school environment which respects the rights of all students on school grounds and during school-sponsored activities.

Students may distribute noncurricular materials on school property in accordance with policy [JICEC](#), its regulation, and applicable state and federal law.

### **Prohibited distribution**

Pursuant to policy [JICEC](#), students may not distribute any noncurricular materials on school property or at school-sponsored activities or events that in themselves or in the manner they are distributed:

- create or threaten to create a substantial disruption or material interference with the normal operation of the school, school activity or event;
- advocate or encourage unlawful conduct or conduct that violates Board policy, including but not limited to the Board's policies prohibiting unlawful discrimination, harassment and bullying;
- cause or threaten to cause injury to persons or property; or
- are obscene, defamatory or violate any person's privacy rights.

Students who distribute materials in violation of this policy may be subject to appropriate disciplinary action, including suspension and/or expulsion. School equipment and supplies may not be used for publication of such material.

## **XVIII. SCHOOL CLOSURES AND DELAYED STARTS**

Deciding whether to close or delay the start of schools is always done with the safety of students, parents and staff in mind. District staff will do everything they can to make a decision as early as possible to allow parents to make alternative plans.

### **School Closures for Bad Weather or Quarantines**

If schools are closed for the day because of bad weather or quarantines related to contagious diseases such as COVID-19, students will remain home. Generally, this also means that all other school activities, such as after-school clubs, sports, practices, etc. are also canceled for that day. The lost instructional time may need to be made up later in the year in order to meet the State of Colorado's minimum requirements for annual instructional time for students.

### **Two Hour Delayed Start**

If schools will open on a two-hour delayed start, then students should arrive at school two hours later than their normal start times. A delayed start could be used if weather or road conditions are severe overnight but expected to improve in the morning. On a delayed-start day, school buses will run their routes two hours later than normal. Parents who drive their children to school should drop their children off two hours later than the normal time.

### **Emergencies**

In the event of a district or school emergency, District 6 will either call, send text messages, email, send a mobile app notification, or all of the above.

### **Notification**

If schools are to be closed or put on a two-hour delayed start because of poor weather and road conditions, then that decision will be announced by these means:

- A posting on the district's main [WEBSITE](#)
- Postings to the district's social media sites: [TWITTER](#) and [FACEBOOK](#)
- A recorded message on the district's main telephone number: 970-348-6000
- Notification to local and metro-Denver area radio and television stations
- Notification to The Greeley Tribune newspaper
- Push Notifications to the [Mobile App](#)

For more information, please visit the District [school closure webpage](#).

## APPENDIX A.

# Response to Behaviors

	LEVEL	Descriptions	Minimum	Maximum
STAFF	LEVEL 1	<p>Level 1 violations will generally be <b>addressed by the staff member supervising the student when the violation occurs</b>. The staff member's response should teach the correct, alternative behavior so that the student can learn from their mistake and demonstrate safe and respectful behaviors in the future.</p> <ul style="list-style-type: none"> <li>Staff member and student contact parent/guardian and documents in the Contact Log into Infinite Campus (IC) (Teachers/Admin will support with documentation in IC if needed)</li> </ul>	Redirect & Reteach	Restorative Action
STAFF & ADMIN	LEVEL 2	<p>Level 2 violations will generally <b>result in interventions or disciplinary responses that involve the school administration</b>. These actions aim to correct behavior by stressing the seriousness of the behavior while keeping the student in school.</p> <ul style="list-style-type: none"> <li>Staff member and student contact parent/guardian and documents in the Contact Log into Infinite Campus</li> <li>Building administration will communicate disciplinary outcomes with involved staff.</li> </ul>	Redirect & Reteach	Restorative Action or up to 2 days ISS
STAFF, ADMIN, & PARENT	LEVEL 3	<p>Level 3 violations will generally result in <b>interventions or disciplinary responses that involve the school administration</b>. These actions aim to correct behavior by stressing the seriousness of the behavior and may result in removal (half-day up to five days) from the school environment as well as education opportunities around the behavior.</p> <ul style="list-style-type: none"> <li>Building administrator contacts parent/guardian and documents in the Contact Log/Behavior Log in Infinite Campus</li> <li>Building administration will communicate disciplinary outcomes with involved staff.</li> </ul>	1/2 day OSS	5 day OSS
STAFF, ADMIN, PARENT, & SIS	LEVEL 4	<p>Level 4 violations will generally result in <b>interventions or disciplinary responses that involve the school administration and/or Department of Safety and Security</b>. These actions aim to correct behavior by stressing the seriousness of the behavior and may result in removal (half-day up to 365 days) from the school environment, education opportunities around the behavior and/or district-level behavior interventions.</p> <ul style="list-style-type: none"> <li>Building administration contacts parent/guardian and documents in the Contact Log/Behavior Log in Infinite Campus</li> <li>Building administration will communicate disciplinary outcomes with involved staff.</li> </ul>	½ day OSS	10-day OSS  Potential referral for expulsion



STAFF, ADMIN, PARENT. & S/S	<b>LEVEL 5</b>	<p>Level 5 discipline infractions have the <b>potential for a referral for expulsion</b>. The school will consult with the Department of Safety and Security and seek a 10-day suspension and refer the student for expulsion.</p> <ul style="list-style-type: none"> <li>• Building administration contact parent/guardian and document in the Contact Log/Behavior Log in Infinite Campus</li> <li>• Building administration will communicate disciplinary outcomes with involved staff.</li> </ul>	10-day OSS	Potential referral for expulsion
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